



# RISK MANAGEMENT & AUDIT COMMITTEE

## MINUTES

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### LITCHFIELD COUNCIL COMMITTEE MEETING

Council Chambers, Litchfield

Wednesday, 31 August 2022 at 4.01pm

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<b>Present</b>	Garry Lambert	Chairperson (Electronic Attendance)
	Cr Mathew Salter	Committee Member
	Cr Mark Sidey	Committee Member
	Mayor Doug Barden	Ex-Officio
<b>Staff</b>	Stephen Hoyne	Chief Executive Officer
	Nicky McMaster	General Manager Community and Lifestyle
	Maxie Smith	A/General Manager Business Excellence
	James Morgan	Manager Infrastructure and Assets
	Rebecca Taylor	A/Manager People & Performance
	Jessica Eves	Executive Support

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#### 1. OPENING OF THE MEETING

The Chairperson, Garry Lambert opened the meeting at 4.01pm.

#### 2. APOLOGIES AND LEAVE OF ABSENCE

Nil.

#### 3. DISCLOSURES OF INTEREST

No disclosures of interest were declared.

#### 4. CONFIRMATION OF MINUTES

Moved: Cr Salter

Seconded: Cr Sidey

THAT the minutes of the Open and Confidential Risk Management and Audit Committee meeting held 1 June 2022 be confirmed.

**CARRIED (3-0)**

## **5. BUSINESS ARISING FROM THE MINUTES**

The Risk Management & Audit Committee reviewed the Action Sheet.

## **6. PRESENTATIONS**

Nil.

## **7. ACCEPTING OR DECLINING LATE ITEMS**

Nil.

## **8. OFFICERS REPORTS**

### **8.1 Audit Committee Performance Assessment**

Moved: Chairperson Garry Lambert

Seconded: Cr Salter

THAT the Risk Management and Audit Committee:

1. receive and note the audit committee self-assessment plan; and
2. request that all committee members of the Risk Management and Audit Committee complete the Audit Committee Self-Assessment; and
3. requests that the CEO nominates relevant Executive Team members to complete the Audit Committee Self-Assessment; and
4. requests that Litchfield Council Elected Member/s be nominated to complete the Audit Committee Self-Assessment; and
5. requests that all responses be prepared within a report to be provided to the October 2022 Risk Management and Audit Committee meeting.

**CARRIED (3-0)**

### **8.2 Risk Management Governance Framework**

Moved: Cr Sidey

Seconded: Chairperson Garry Lambert

THAT Risk Management and Audit Committee approve the Risk Management Governance Framework, at Attachment A.

**CARRIED (3-0)**

### **8.3 Risk Register**

Moved: Cr Salter

Seconded: Cr Sidey

THAT the Risk Management and Audit Committee:

1. note the updated risk register at Attachment A; and
2. note the completed action in the risk dashboard of the risk register, which will be removed from the action list and controls to be updated where required; and
3. approve the new reporting arrangements for the risk register.

**CARRIED (3-0)**

### **8.4 Resignation of Independent Chair**

Moved: Chairperson Garry Lambert

Seconded: Cr Sidey

THAT the Risk Management and Audit Committee:

1. receive and note report entitled Resignation of Independent Chair; and
2. accept Mr Lambert's resignation and that a letter be prepared to thank Mr Lambert for his services on the Committee.
3. recommend to Council that funds be allocated to the 2023/24 budget to extend its independent membership on the Risk Management and Audit Committee to include an Independent Member.

**CARRIED (3-0)**

## **9. OTHER BUSINESS**

Nil.

**10. CONFIDENTIAL ITEMS**

Moved: Chairperson Garry Lambert  
Seconded: Cr Salter

THAT pursuant to Section 99(2) of the *Local Government Act 2019* and Regulation 51(1) of the *Local Government (General) Regulations* the meeting be closed to the public to consider the following Confidential Items:

**10.1 Interim Audit Report – Year Ended 30 June 2022**

Regulation 51(1) For section 293(1) of the Act, the following information is prescribed as confidential:

*(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**CARRIED (3-0)**

The meeting was closed to the public at 4:49pm.  
The meeting was re-opened at 4:54pm.

**12. CLOSE OF MEETING**

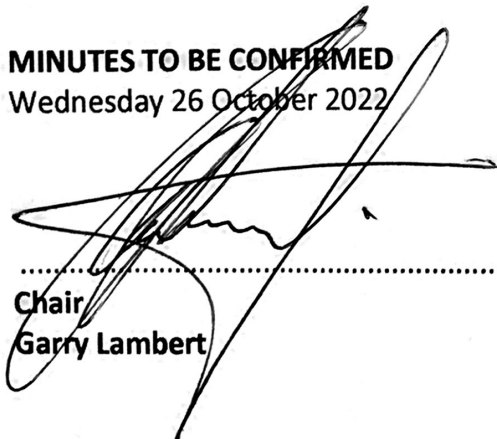
The Chair closed the meeting at 4:54pm.

**13. NEXT COMMITTEE MEETING**

Wednesday 26 October 2022

**MINUTES TO BE CONFIRMED**

Wednesday 26 October 2022



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Chair  
Garry Lambert