



RISK MANAGEMENT AND AUDIT COMMITTEE MINUTES

LITCHFIELD COUNCIL COMMITTEE MEETING

Minutes of Meeting

held in the Council Chambers, Litchfield
on Wednesday, 1 June 2022 at 4.00pm

Present	Garry Lambert	Chairperson (Electronic Attendance)
	Cr Mathew Salter	Committee Member
	Cr Mark Sidey	Committee Member
	Mayor Doug Barden	Ex-Officio
Staff	Arun Dias	Interim Chief Executive Officer
	Leon Kruger	General Manager Infrastructure and Operations
	Nicky McMaster	General Manager Community and Lifestyle
	Maxie Smith	Manager Corporate Services
	Rebecca Taylor	Policy and Governance Program Leader
	Danny Milincic	Manager People & Performance
	Jessica Eves	Executive Support

Presenters

1. OPENING OF THE MEETING

The Chairperson, Garry Lambert opened the Meeting at 4.00pm.

2. APOLOGIES AND LEAVE OF ABSENCE

Nil.

3. DISCLOSURES OF INTEREST

No disclosures of interest were declared.

4. CONFIRMATION OF MINUTES

Moved: Cr Sidey
Seconded: Cr Salter

THAT the full minutes of the Risk Management and Audit Committee Meeting held 23 February 2022, 6 pages, 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

Moved: Cr Salter
Seconded: Cr Sidey

THAT the Risk Management & Audit Committee accept the following late items:

- Item 9.1 - Risk Management and Audit Committee Performance and Review
- Item 9.2 - Review of the Risk Management and Audit Committee Terms of Reference

CARRIED (3/0)

8. OFFICERS REPORTS

8.1 KPMG Audit Plan 2022

Moved: Cr Salter
Seconded: Cr Sidey

THAT the Risk Management & Audit Committee receive and note the KPMG Audit Plan and Strategy for the year ended 30 June 2022.

CARRIED (3/0)

8.2 Long Term Financial Plan Software

Moved: Cr Salter
Seconded: Cr Sidey

THAT the Risk Management and Audit Committee receive and note this report.

CARRIED (3/0)

8.3 Internal Audits and Risk Management Framework

Moved: Cr Sidey
Seconded: Cr Salter

THAT the Risk Management and Audit Committee:

1. Support the proposed changes to the internal audit of Council's Road Inspection Regime; and
2. Receive and note the Risk Management Framework, at Attachment A; and
3. Receive and note the Waste Transfer Station WHS 2018 Audit at Attachment B.

CARRIED (3/0)

9. OTHER BUSINESS

9.1 Risk Management and Audit Committee Performance and Review

Moved: Cr Sidey
Seconded: Cr Salter

THAT as per FIN09 Risk Management and Audit Committee Policy part 4.5. staff prepare a plan for the August 2022 Risk Management and Audit Committee meeting that sets out the direction for an assessment of the committee's performance.

CARRIED (3/0)

9.2 Risk Management and Audit Committee Terms of Reference

Moved: Cr Salter
Seconded: Cr Sidey

THAT as per FIN09 Risk Management and Audit Committee Policy part 4.12. the Risk Management and Audit Committee Terms of Reference is circulated to committee for review, prior to the August 2022 meeting.

CARRIED (3/0)

10. CONFIDENTIAL ITEMS

Moved: Cr Sidey

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 Information and Communications Technology Business Continuity Plan

This item is considered 'confidential' pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and Section 51 of the *Local Government (General) Regulations 2021*:

1(c)(i) information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

10.2 Draft ICT Security Policy

This item is considered 'confidential' pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and Section 51 of the *Local Government (General) Regulations 2021*:

1(c)(iii) prejudice the security of the council, its members or staff.

CARRIED (3/0)

The meeting was closed to the public at 4:36pm.

Moved: Cr Sidey

Seconded: Cr Salter

THAT pursuant to Section 99(2) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (General) Regulations* the meeting be re-opened to the public.

CARRIED (3/0)

The meeting moved to Open Session at 5:27pm.

13. CLOSE OF MEETING

The Chair closed the meeting at 5:46pm.

MINUTES TO BE CONFIRMED

Wednesday 31 August 2022

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Chair
Garry Lambert

unconfirmed