

**PRESENT:** Graham Marchant (Chair), Paul Nankivell, Ambrose Doolan

**IN ATTENDANCE:** General Manager, Director Corporate and Community Services, Director Environment and Development Services, Director Technical Services, Chief Financial Officer.

**APOLOGIES:** Nil

**DECLARATIONS OF INTEREST:** Nil

**CONFIRMATION OF MINUTES**

**THE COMMITTEE RESOLVED** that the minutes of the Internal Audit Committee meeting held on 19 December 2019 are confirmed.

**Nankivell/Doolan**

**BUSINESS ARISING FROM MINUTES:** Nil

Mr Unaib Jeoffrey of the NSW Audit Office and Luke Malone of Prosperity Audit Services joined the meeting by telephone to discuss Items 6.2 and 6.3. These Items were brought forward for consideration.

**ITEM 6.2 – External Audit – Management Letter Items.**

Discussion:

- The Enterprise Risk Management workshop to occur in the afternoon was noted as the commencement of overall Council's Risk Management policy, processes, procedures and guidelines.
- That the draft IT Strategy was not available to the February Council Meeting and is expected to be presented to the March Council Meeting.

**THE COMMITTEE RESOLVED** that:

- i) The report on the progress against the Management Letters 2018 and 2019 be noted, and
- ii) The development of the Strategic Risk Strategy will identify IT associated risks and help to identify required actions.

**Nankivell/Doolan**

**ITEM 6.3 – Financial Statements 2019/20 – Timeline.**

**THE COMMITTEE RESOLVED** that the report on the 2019/20 Audit Engagement Plan be noted.

**Doolan/Nankivell**

**ITEM 6.1 – Action List Progress Report**

**THE COMMITTEE RESOLVED** that the report on the Internal Audit Committee Task Register be noted.

**Nankivell/Doolan**

**ITEM 6.4 – Project Risk Update**

**THE COMMITTEE RESOLVED** that:

- i) The report on the progress of Project Risk reporting information document presented as at 31 December 2019 be noted,

- ii) That the initial document be commended as progress in better Project reporting, and
- iii) That the report information document to be further improved and, in particular, summarised reports be provided for key high risk / high value capital and operating projects and including reporting the progress, details of delays, if any, and expected completion dates.

**Doolan/Nankivell**

**ITEM 7 – Next Meeting**

The next meeting of the Internal Audit Committee will be held on Tuesday 5 May 2020.

The date for the meeting after that will be determined on Tuesday 5 May 2020.

**GENERAL BUSINESS**

Nil.

There being no further business the meeting closed at 12:05pm.