

PRESENT: Grahame Marchant (Chair), Cr Kathryn Rindfleish (by videoconference)

IN ATTENDANCE: Director Corporate and Community Services, Acting Accountant, Manager Corporate Services (minutes), Luke Malone (External Auditor – Prosperity Advisers; by videoconference), Igor Ivannikov (Council contractor; by videoconference), Unaib Jeffrey (NSW Audit Office; by videoconference)

APOLOGIES: General Manager, Director Technical Services

External audit update – Luke Malone, Unaib Jeffrey and Igor Ivannikov gave an update on finalisation of the Financial Statements 2021/22, which is nearing completion. Discussed de-recognition of RFS assets; management letter issues; improvement in final position compared to previous year.

The Committee congratulated Council staff on their efforts in preparing the financial statements and noted the comments made by auditors.

THE COMMITTEE noted the report on progress to complete the 2021/22 Financial Statements for the Warrumbungle Shire Council.

Luke Malone, Igor Ivannikov and Unaib Jeffrey left the meeting.

ITEM 1 – MINUTES OF LAST MEETING

THE COMMITTEE RESOLVED that the minutes of the Internal Audit Committee meeting held on 11 August 2022 are confirmed.

BUSINESS ARISING FROM MINUTES:

Nil

ITEM 2 – ACTION LIST PROGRESS REPORT

THE COMMITTEE noted progress made against items contained in the task register.

ITEM 4 – RESIGNATION OF COMMITTEE MEMBER

THE COMMITTEE notes:

1. The resignation of independent member, Paul Nankivell.
2. That Council will seek expressions of interest for an independent member to fill the vacancy on the Audit, Risk and Improvement Committee.

ITEM 5 – HIGH VALUE HIGH RISK REPORT

Action: include an overall project status indicator for each project in the report, eg 'on track', 'needs attention', 'critical'. Where projects are at 'critical', the comments are to address what action Council is taking to rectify.

THE COMMITTEE noted the information contained in the High Value High Risk report.

ITEM 6 – DRAFT PROJECT MANAGEMENT POLICY

Action: continue to develop a project management framework and report to the committee what elements are included in the framework and how they are progressing.

THE COMMITTEE noted the information contained in the Draft Project Management Policy report.

ITEM 7 – CORPORATE CREDIT CARD POLICY AND PROCEDURE

THE COMMITTEE endorsed the draft Corporate Credit Card Policy and Procedure.

ITEM 8 – CYBER SECURITY REPORTING

Action: that the committee and Council receive regular reports on cyber security actions.

THE COMMITTEE endorsed the draft Corporate Credit Card Policy and Procedure.

GENERAL BUSINESS

Action: to bring back an update report on progress with implementing the risk management framework.

Next meeting 14 March 2023, commencing at 10:00am.

There being no further business the meeting closed at 2.50pm.