

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

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 3 – EXTERNAL AUDIT UPDATE

Luke Malone, Unaib Jeffrey and Igor Ivannikov gave an update on preparations for the 2022/23 audit. Planning meetings have been held; external auditors presented the audit engagement plan for 2022/23.

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 4 – HIGH VALUE HIGH RISK REPORT

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

ITEM 5 – GUIDELINE ON THE USE AND MANAGEMENT OF CREDIT CARDS

THE COMMITTEE:

1. noted receipt of the Office of Local Government's 'Guideline on the use and management of credit cards'; and
2. will receive another report once the Credit Card Policy is adopted to be informed on implementation of the policy.

ITEM 6 – UPDATE ON PROJECT MANAGEMENT

THE COMMITTEE:

1. noted the information contained in the project management report; and
2. will receive an update at the next meeting on implementation and the risk management framework including risk management plans.

ITEM 7 – SERVICE REVIEW

THE COMMITTEE noted the report on service review of public toilets.

ITEM 8 – PENETRATION TEST

THE COMMITTEE:

1. noted the information contained in the penetration testing report; and
2. will receive another report on progress of implementing the recommendations in the penetration testing report.

GENERAL BUSINESS

- TRRRC legal matter settled.
- The committee is seeking an update on OLG guidelines for risk management; needs to see a project plan on implementing guidelines.
- EOI advertised for independent member of ARIC, closing 31 March 2023.

Next meeting August 2023, date to be advised.