

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

IN ATTENDANCE: General Manager, Director Corporate and Community Services, Director Technical Services, Manager Corporate Services (minutes), Acting Chief Financial Officer (by video link), Luke Malone (External Auditor – Prosperity Advisers; by teleconference)

APOLOGIES: Director Environment and Development

DECLARATIONS OF INTEREST: Nil

CONFIRMATION OF MINUTES

THE COMMITTEE RESOLVED that the minutes of the Internal Audit Committee meeting held on 19 November 2020 are confirmed.

Nankivell/Marchant

BUSINESS ARISING FROM MINUTES: Nil

Items 6.2 and 6.8 on the Agenda were brought forward and dealt with at this point of the meeting.

ITEM 6.2 – 2019/20 AUDIT MANAGEMENT LETTER UPDATE

Luke Malone, of Prosperity Advisers, addressed the meeting. The Interim Management Letter contained a number of recommendations; these items are at various stages of action.

The Committee noted that most items being actioned and should be able to be closed off in next audit period.

The Committee noted the information and responses from staff in relation to progress in dealing with the matters raised in the action list arising from the 2019/20 Management Letter items.

ITEM 6.8 – 2020/21 AUDIT ENGAGEMENT PLAN

Luke Malone, of Prosperity Advisers, addressed the meeting and answered questions from the Committee in relation to the 2020/21 Audit engagement plan, and confirmed that Council staff have agreed to the proposed timetable.

The Committee noted the 2020/21 Audit engagement plan and management response to same.

The Committee thanked Mr Malone for his attendance.

Luke Malone left the meeting.

ITEM 6.1 – TASK REGISTER

The Committee noted the information contained in the task register.

The Committee requested that from the next Committee meeting, management will provide task comments on every item at each meeting.

ITEM 6.3 – DEVELOPMENT OF INTERNAL AUDIT FUNCTION

The Committee advised that Council look at overall resourcing for how reporting within the organisation works; the Internal Audit Committee could inform on reporting. A number of audits are available eg around compliance, or improvements. Councils often commission two (2) engagements; one to develop strategic internal audit plan; then audit engagement could be separate engagement of a third party to undertake audit reviews. A strategic internal audit plan sets out what the audits will be but also the resources, responsibilities, best value to commence a process of review. Committee can adopt strategic plan then will see reports from the audits.

Staff seek an appropriate entity that is experienced in providing internal audits.

The Committee noted the information contained in the report on the development of an internal audit function.

The Committee suggested that management undertake a process to develop a strategic internal audit plan as part of the development of an internal audit function.

ITEM 6.4 – ENTERPRISE RISK MANAGEMENT FRAMEWORK

THE COMMITTEE ENDORSED the draft Enterprise Risk Management documents, subject to strengthening the language of the Enterprise Risk Management Policy Statement.

The Committee suggested that an implementation plan be developed to better enable the organisation to embed risk management across its operations, and that the Committee be provided with progress reports against the implementation plan.

ITEM 6.5 – PROJECT MANAGEMENT FRAMEWORK

The Committee noted the information contained in the Project Management Framework report.

The Committee requested that management provide a further update on the development of a Project Management framework.

ITEM 6.6 – HIGH VALUE/HIGH RISK PROJECTS UPDATE

The Committee noted the information contained in the High Value/High Risk project report.

ITEM 6.7 – FRAUD AND CORRUPTION CONTROL

The Committee suggested that the draft Fraud and Corruption Control policy be amended to a strategic policy for adoption by Council.

The Committee did not suggest any amendments to the draft Fraud and Corruption Control Plan.

The Committee suggested that an implementation plan be developed to better enable the organisation to adopt the Fraud and Corruption Control Plan and Policy, and that the Committee be provided with progress reports against the implementation plan.

GENERAL BUSINESS

Director Corporate and Community Services gave an update on progress of the 2021/22 Budget.

Manager Corporate Services advised that Statewide Mutual representatives have offered to provide risk management and insurance updates to next meeting.

The next meeting will be held in July on a date to be determined.

There being no further business the meeting closed at 3:37pm.