

Management report to Council

Agenda item 6.6

Meeting minutes from 11 November 2022, 10 February 2023 and 5 May 2023 and biannual activity report of Council's Audit and Risk Committee

Council

Presenter: Michael Tonta, Director Governance

30 May 2023

Purpose and background

1. The purpose of this report is to:
 - 1.1. Advise Council of the outcomes of the Council's Audit and Risk Committee (Committee) meetings held on 11 November 2022, 10 February 2023 and 5 May 2023.
 - 1.2. Present to Council the Audit and Risk Committee Activity Report March 2023.
2. Forwarding the unconfirmed minutes from the Committee to Council is a requirement under its Charter.
3. The Committee activity report is a requirement under section 54(5) of the *Local Government Act 2020* (Act) and under the Audit and Risk Committee Charter (Charter).

Confidentiality

4. Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020*, the information contained in Attachments 2 to 4 to this report is confidential because it contains confidential meeting information, being records of meetings closed to the public under 66(2)(a).

Key issues

5. The Committee noted that the following matter would be presented to Council:
 - 5.1. The confirmed minutes of the 11 November 2022 Committee meeting are attached (Attachment 2). The items considered were:
 - 5.1.1. Safety and Wellbeing Report.
 - 5.1.2. Emergency Preparedness Report.
 - 5.1.3. Combustible Cladding Report.
 - 5.1.4. Asset Management Report.
 - 5.1.5. Internal Audit reports.
 - 5.1.6. External Audit Closing Report and final management letter.
 - 5.1.7. Financial report and policies.
 - 5.2. The confirmed minutes of the 10 February 2023 Committee meeting are attached (Attachment 3). The items considered were:
 - 5.2.1. Climate Change Risk Management Report.
 - 5.2.2. Procurement and Contract Management Report.
 - 5.2.3. Queen Victoria Market Precinct Renewal Business Case and Program Risks Report.
 - 5.2.4. Cyber Security management report.
 - 5.2.5. Internal audit reports.
 - 5.2.6. External audit reports.

5.2.7. Assessment of Committee Performance Report.

5.3. The unconfirmed minutes of the 5 May 2023 Committee meeting are attached (Attachment 4).
The items considered were:

5.3.1. Cladding Issue Management Report.

5.3.2. Internal audit reports

5.3.3. Risk Management Policy and Framework.

5.3.4. Procurement Policy Report.

5.3.5. Gifts Hospitality and Conflicts of Interest Annual Report.

6. The activity report contains two reporting elements as required under the Act and the Charter:

6.1. Committee's biannual Audit and Risk activities report.

6.2. Assessment of the Committee's performance against the Charter.

7. Publishing the annual activity report on Council's website ensures that there is information available to Council and community around the important governance functions undertaken by the Committee, and is consistent with Council's good governance arrangements and Public Transparency Policy.

Recommendation from management

8. That Council notes the:

8.1. Confirmed minutes of the meetings of the Audit and Risk Committee held on 11 November 2022 and 10 February 2023 and unconfirmed minutes of the Audit and Risk Committee meeting held on 5 May 2023 as shown in Attachment 2, Attachment 3 and Attachment 4 of the report from management.

8.2. Audit and Risk Committee Activity Report (Attachment 5 of the report from management) and its subsequent publication on Council's website.

Attachments:

1. Supporting Attachment (Page 3 of 42)
2. CONFIDENTIAL - Confirmed Audit and Risk Committee Minutes 11 November 2022 (Page 4 of 42)
3. CONFIDENTIAL - Confirmed Audit and Risk Committee Minutes 10 February 2023 (Page 15 of 42)
4. CONFIDENTIAL - Unconfirmed Audit and Risk Committee Minutes 5 May 2023 (Page 27 of 42)
5. Audit and Risk Committee Activity Report March 2023 (Page 39 of 42)

Supporting Attachment

Legal

1. No direct legal issues arise from the recommendation of the report.
2. The Committee is an advisory committee of Council established in accordance with section 53 of the Act.

Finance

3. There are no direct financial implications to Council in the recommendation of this report.

Conflict of interest

4. No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a material or general conflict of interest in relation to the matter of the report.

Health and Safety

5. In developing this proposal, no occupational health and safety issues or opportunities have been identified.

Stakeholder consultation

6. External stakeholder consultation has not been undertaken. As specified in the Charter, Committee meetings are closed to members of the public.

Relation to Council policy

7. The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to its Charter in order to facilitate decision making by the organisation comprising Council and management, in relation to the discharge of its responsibilities.

Environmental sustainability

8. There is no significant impact on environmental sustainability.