



**MINUTES OF THE AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD IN
THE LGANT OFFICE - PARAP ON MONDAY, 3 FEBRUARY 2020 AT 10:00AM**

1 WELCOME & APOLOGIES

1.1 Welcome

The meeting opened at 10:36 am.

1.2 Present

Chairperson: Brendan Dowd

Committee Members: Sandra Cannon, Mayor Leslie Tungatulum, Deputy Mayor Lynette De Santis and Therese (Wokay) Bourke.

Officers: Valerie Rowland (CEO), Bala Donepudi (CFO) and Maina Brown (Governance and Compliance Manager).

Visitors: Nil

1.3 Apologies

Nil

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

2 CONFIRMATION OF PREVIOUS MINUTES

Audit and Risk Management Committee - 25 October 2019

4 RESOLUTION

Moved: Lynette DeSantis

Seconded: Sandra Cannon

That the minutes of the Audit and Risk Management Committee held on 25 October 2019 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

3 GENERAL BUSINESS

3.1 BUSINESS ARISING FROM PREVIOUS MINUTES

5 RESOLUTION

Moved: Therese (Wokay) Bourke

Seconded: Lynette DeSantis

- 1. That the Committee accepts these discussions and report.**
- 2. That Item 3.1 Terms of Reference to reschedule and present at the next Committee meeting.**
- 3. That Item 3.2 ARMC Assessment Survey Summary to reschedule and present at the next Committee meeting.**

CARRIED

3.2 STRATEGIC RISK PROFILE

To provide an update to the committee about the Preparation of the Risk Register

6 RESOLUTION

Moved: Leslie Tungatum

Seconded: Therese (Wokay) Bourke

- 1. That the Committee receive and note report Item No. 3.2, Strategic Risk Profile.**
- 2. That the Committee accepts the discussion and updated Risk Profile Pack Reference No 230812.**
- 3. That the Committee note the apology of the Independent Chairperson for the Strategic Risk workshop on the 27 February 2020.**

CARRIED

4 OTHER BUSINESS

4.1 AUDIT AND RISK MANAGEMENT COMMITTEE MEETING AGENDA DISTRIBUTION

It was raised by the Independent Chairperson that the distribution of the ARMC meeting agenda papers had been sent out late. It has been raised previously regarding the late distribution of the agenda and have requested to be distributed to all members at least one week in advance before the meeting.

7 RESOLUTION

Moved: Lynette DeSantis

Seconded: Leslie Tungatum

That the Committee agreed for future ARMC meeting agenda to be distributed and received one week in advance before the meeting date.

CARRIED

4.2 TIME KEEPING

It was raised by the Independent Chairperson regarding time keeping as the meeting commenced late due to the flights from the community being late. It was discussed and suggested for either staff and members to travel in the day before or push back the commencement time to 11:00am to allow for everyone to be on time.

8 RESOLUTION

Moved: Leslie Tungatum

Seconded: Lynette DeSantis

That the Committee members agree to change to the commence time from 10:00am to 11:00am.

CARRIED

5 REPORTS FOR INFORMATION

5.1 COMPLIANCE REVIEW

9 RESOLUTION

Moved: Lynette DeSantis

Seconded: Therese (Wokay) Bourke

That the Committee defer this report to a confidential section.

CARRIED

6 CONFIDENTIAL ITEMS

11:05 am.

10 RESOLUTION

Moved: Lynette DeSantis

Seconded: Therese (Wokay) Bourke

That pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider a Confidential matter.

CARRIED

At the conclusion of the discussion on the confidential item(s), the meeting was reopened and the decision on the item(s) noted.

11 RESOLUTION

Moved: Lynette DeSantis

Seconded: Therese (Wokay) Bourke

That the meeting be reopened and the decisions on the confidential item be noted.

CARRIED

CONFIDENTIAL ITEM DECISIONS

6.1 COMPLIANCE REVIEW

The report will be dealt with under Section 65(2) (ci) (d) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information subject to an obligation of confidentiality at law, or in equity.

4 NEXT MEETING

Monday, 1 June 2020

5 CLOSURE

The meeting closed at 11:11 am.