



**4.1** **OUTCOMES OF THE AUDIT AND RISK COMMITTEE  
MEETING 19 NOVEMBER 2019**

**EXECUTIVE MEMBER:** KYLIE BENNETTS, DIRECTOR, OFFICE OF THE CEO  
**PREPARED BY:** JULIE SNOWDEN, CO-ORDINATOR RISK AND ASSURANCE

**1. PURPOSE**

- 1.1 To bring to the attention of Council the matters addressed at the 19 November 2019 Audit and Risk Committee meeting.

**2. EXECUTIVE SUMMARY**

- 2.1 Council is required by the Local Government Act 1989 to establish an Audit and Risk Committee (the Committee) as an advisory committee of Council. The Committee Charter, reviewed annually by Council, requires the Committee to meet five (5) times per year and to regularly report to Council. The most recent meeting of the Committee was held on 19 November 2019. This paper satisfies this reporting requirement.

**3. RECOMMENDATION**

That Council:

- 3.1 Notes the report outlining the matters addressed at the 19 November 2019 meeting of the Audit and Risk Committee.

**4. KEY POINTS/ISSUES**

- 4.1 Matters considered by the Committee at its 19 November 2019 meeting were:

Chief Executive Officer's Report.

The Committee noted the overview from the CEO on key activities that have occurred since the last meeting, including an update on the ongoing Fines Victoria issue as well as the Local Government Bill and potential impact for Audit & Risk Committee and broader changes.

They also noted the Chief Executive Officer's Reports 50, 51 & 52.

4.1.1 Strategic Risk & Internal Audit.

The Committee noted the regular SRIA update, including results of the most recent business continuity plan test exercise undertaken and agreed management actions, an updated Environmental Scan and Strategic Risk Register and a Fraud update, which included the launch of Council's Fraud e-Learning module, which staff are required to complete. The Committee also noted the status of the Internal Audit Recommendations Report.

4.1.2 Assurance Activities Update.

The Committee discussed the audit findings from the Records Management Audit, with Pitcher Partners highlighting the findings were very similar to other



Councils they had audited. Records Management is part of Stage 2 of the CX Project and all findings will be incorporated into that piece of work.

The Committee noted the status of the Internal Audit Plan 2019/20, the updated Audit Universe and provided feedback on the draft scope for the proposed Statutory Planning audit.

4.1.3 Compliance Monitoring.

The Committee noted the regular compliance update report, the six monthly OHS update and noted a verbal update on the Worksafe Audit recently undertaken, with the formal report to be received in December 2019.

4.1.4 Financial Monitoring.

The Committee noted the financial sustainability standing report, along with the quarterly Financial and Portfolio Deliverability Reviews.

4.1.5 Supplementary Reports.

The Committee noted updates on the Child Safe Standards, Energy Safe Victoria Electric Line Clearance System Audit, the South Melbourne Market Risk Register, Fishermans Bend and provided input into a review of the Councillor Support & Facilities Policy.

4.1.6 Performance Evaluation.

The Committee noted the results of the Self-Assessment Survey, acknowledging Council's strong management and information provided to support the Committee.

4.1.7 Nomination of Chair.

Mr Brian Densem was unanimously nominated as Chair for the Audit and Risk Committee for 2020, and a separate Council Report was tabled at the Council meeting on 4 December 2019 to ratify this nomination.

**5. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY**

5.1 Our commitment to you through improving community engagement, advocacy, transparency and governance.

**6. OFFICER DIRECT OR INDIRECT INTEREST**

6.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

**TRIM FILE NO:** 98/01/22

**ATTACHMENTS** Nil