



8.6	OUTCOMES OF 30 NOVEMBER 2016 AUDIT AND RISK COMMITTEE MEETING
LOCATION/ADDRESS:	WHOLE MUNICIPALITY
ACTING GENERAL MANAGER:	MELISSA HARRIS, ORGANISATIONAL PERFORMANCE
PREPARED BY:	JULIE SNOWDEN, CO-ORDINATOR RISK & ASSURANCE
TRIM FILE NO:	98/01/05
ATTACHMENTS:	Nil

PURPOSE

The purpose of this report is to bring to the attention of Council the matters addressed at the 30 November 2016 meeting of the City of Port Phillip Audit and Risk Committee.

1. RECOMMENDATION

That Council:

- 1.1 Receives and notes the report outlining the matters addressed at the 30 November 2016 Audit and Risk Committee meeting.

2. BACKGROUND

- 2.1 Council is required by the Local Government Act 1989 to establish an Audit and Risk Committee as an advisory committee of the Council.
- 2.2 The City of Port Phillip Audit and Risk Committee Charter is reviewed annually by Council and requires the Audit and Risk Committee to report its activities to Council, including presenting a report of activities for the year.
- 2.3 The Charter also requires the Committee to meet five times per year. The most recent meeting of the Audit and Risk Committee was held on 30 November 2016.

3. KEY INFORMATION

- 3.1 Two Councillors represent Council as members of the Audit and Risk Committee. Mayor Councillor Bernadene Voss and Councillor Dick Gross were present at the 30 November 2016 Audit and Risk Committee meeting.
- 3.2 There are three external members on the Audit and Risk Committee. Helen Lanyon (Chair), Brian Densem and Kerry O'Brien were all present at the 30 November 2016 Audit and Risk Committee meeting.



- 3.3 The Chief Executive Officer, the General Manager Organisational Performance and the Executive Manager Service and Business Improvement were all present at the 30 November 2016 Audit and Risk Committee meeting as guests. The Coordinator Risk and Assurance was an apology but had provided feedback to the Executive Manager Service and Business Improvement for discussion at the meeting. Other guests in attendance for specific items were representatives from PricewaterhouseCoopers, the Acting CFO and the Chief Governance Officer.
- 3.4 Matters considered by the Audit and Risk Committee at its 30 November 2016 meeting were:
- 3.4.1 Chief Executive Officer's Report
- The Committee noted the Chief Executive Officer's Reports for August and November, acknowledging the election of the new Councillors, all of whom participated in a successful transition program. The Committee also thanked the CEO, acknowledging that it was her last Audit and Risk Committee Meeting before finishing up at the City of Port Phillip in December 2016.
- 3.4.2 External Audit
- With no official items to report, the Mayor outlined the proposed arrangements to provide leadership to the organisation during the CEO recruitment process and progress to date on recruitment arrangements. The Committee noted the good progress achieved.
- 3.4.3 Compliance Monitoring
- The Committee welcomed the new Chief Governance Officer to his first Audit and Risk Committee meeting, noted the compliance update report and undertook a discussion around Enforcement / Protected Disclosures.
- 3.4.4 Risk Management
- The Committee noted the quarterly risk management update.
- 3.4.5 Assurance Activities Update
- The Committee noted the status of the Internal Audit Recommendations Report, the status of the Internal Audit Plan 2016/17 and the External Publications report. They also noted and adopted the proposed Internal Audit Plan, Core Compliance Program and Audit Universe for 2016/17 and the Internal Audit Charter and discussed the findings of the Depot Operations Review, the Property and Lease Management Review and the Festivals and Events Review.
- 3.4.6 Self-Assessment Review
- The Committee noted the results of the self-assessment survey on its own performance.
- 3.4.7 Supplementary Reports
- The Committee noted the annual OHS update and a general Business Technology update.



3.5 The minutes of the 30 November 2016 Audit and Risk Committee meeting have been circulated to all committee members and Councillors.

3.6 The next meeting of the Audit and Risk Committee is scheduled for 22 February 2017.

4. OFFICER DIRECT OR INDIRECT INTEREST

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