

**Minutes of Extraordinary Audit, Risk and Improvement Committee Meeting held on 21  
October 2020 via Microsoft Teams**

**Meeting commenced at 6.04pm**

Prior to the meeting the Committee met in-camera with the External Auditors at 5.30pm and positive feedback was received.

**PRESENT**

<b>Audit Risk &amp; Improvement Committee Members</b>	
Independent Member - Chair	John Gordon
Independent Member	Heather Smith
Councillor	Clr Louise Steer
Councillor	Clr Lucille McKenna
<b>Other attendees</b>	
Acting Chief Executive Officer	Elizabeth Richardson
Director Infrastructure	Cathy Edwards-Davis
Chief Financial Officer	Daryl Jackson
Senior Manager Business Excellence, Risk, WHS and Customer Service	Peter Livanes
Acting Governance Manager - Minute Taker	Katherine Paixao
Engagement Partner, EY	Melissa Broadhead
Engagement Director, EY	Paulette Pang
Audit Office	Caroline Karakatsanis
Audit Office	Rochele Antolin

**ACKNOWLEDGMENT OF COUNTRY**

The chairperson acknowledged the traditional owners of the Land on which the meeting took place and paid his respects to elders past and present.

**APOLOGIES:**

Apologies were received from Emily Hodgson, Independent Member.

**DISCLOSURES OF INTERESTS:**

John Gordon disclosed that he is on the ARIC of Central Coast Council.

**CHIEF EXECUTIVE OFFICER'S REPORTS**

ITEM	PERSON RESPONSIBLE	DEADLINE
<p><b>RIS1020 Item 1 Draft 2019/20 Annual Financial Statements.</b></p> <p><b>Action:</b></p> <p>That an independent review of the Audit, Risk and Improvement Committee take place in July 2021.</p> <p><b>RECOMMENDATION</b> (Clr McKenna OAM/Clr Steer)</p> <p><b>THAT the Audit, Risk and Improvement Committee:</b></p> <ol style="list-style-type: none"> <li>1. <b>Endorse the General-Purpose Financial Statements for the year ended 30 June 2020 for submission to Council for adoption subject to processing the amendments agreed with the Chief Financial Officer;</b></li> <li>2. <b>Recognise the efforts of the Chief Financial Officer, the Finance and Infrastructure teams to address the challenges that have occurred in the last few years and previous management letter findings and produce the accounts on time and to plan;</b></li> <li>3. <b>Thank the Audit Office of NSW for their ongoing support and advice through the process; and</b></li> <li>4. <b>Note to Council that the underlying financial performance when one off events are taken out is not as positive as is apparent in single year results, and recommends Council consider that in future planning and in communicating the current year's results.</b></li> </ol> <p>Carried unanimously</p>	<p>Audit Office</p>	<p>July 2021</p>

Meeting closed at 7.32pm.

**CHAIRPERSON** – John Gordon