

Draft Minutes of Audit, Risk and Improvement Committee Meeting held via Microsoft Teams on 25 August 2021

Meeting commenced at 5.34pm

PRESENT

| Audit Risk & Improvement Committee Members | |
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| Independent Member - Chair | John Gordon |
| Independent Member | Emily Hodgson |
| Independent Member | Heather Smith |
| Councillor | Clr Louise Steer |
| Councillor | Clr Lucille McKenna OAM |
| Other attendees | |
| General Manager | Peter Gainsford |
| Acting Director Corporate | Peter Livanes |
| Acting Director Planning | Graeme Palmer |
| Acting Director Community | Caroline McLeod |
| Director Infrastructure | Cathy Edwards-Davis |
| Chief Financial Officer | Daryl Jackson |
| Chief Information Officer | Harin Perera |
| Social and Cultural Planning Manager | Simon Watts |
| Acting Governance Coordinator - Minute Taker | Carmelina Giannini |
| Engagement Partner, EY | Melissa Broadhead |
| Engagement Manager, EY | Paulette Pang |
| Audit Office | Caroline Karakatsanis |
| Audit Office | Rochele Antolin |
| Internal Ombudsman | Elizabeth Renneberg |

The Chair, John Gordon requested Peter Livanes inform the committee of who is in attendance at the meeting.

ACKNOWLEDGMENT OF COUNTRY

On behalf of the committee, the chairperson acknowledged the traditional custodians of the lands of Inner West Council and paid his respects to elders past, present and emerging.

APOLOGIES: Nil

DISCLOSURES OF INTERESTS: Nil

Emily Hodgson disclosed that she has resigned from ASIC and has been appointed as Chief Financial Officer at ANSTO – Australian Nuclear Science and Technology.

There were no other disclosures of interest.

| | PERSON RESPONSIBLE | DEADLINE |
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| <p>CONFIRMATION OF MINUTES:</p> <p>Emily Hodgson/Clr McKenna OAM</p> <p>The Minutes of the Audit, Risk and Improvement Committee Meeting held on Wednesday, 19 May 2021 were confirmed.</p> <p>Carried unanimously</p> <p>Action Point: Receive and note the progress on the Action Points from Outstanding Resolutions on pages 10,11 & 12. Update to come back to next ARIC Meeting.</p> <p>(Heather Smith/Emily Hodgson)</p> <p>Carried unanimously</p> | <p>Acting Director Corporate</p> | <p>20 October 2021</p> |

GENERAL MANAGERS REPORTS

| ITEM | PERSON RESPONSIBLE | DEADLINE |
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| <p>RIS0821 Item 1 General Manager's Update</p> <p>The General Manager provided an overview of Council matters and advised the Committee the organisation structure was approved in June 2021.</p> <p>Director Infrastructure gave an update on COVID-19 pandemic measures that are in place for the organisation.</p> <p>RECOMMENDATION (Heather Smith/ Emily Hodgson)</p> <p>THAT the Audit, Risk and Improvement Committee note the verbal update.</p> <p>Carried unanimously</p> | | |

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| <p>RIS0821 Item 2 ARIC Resolution Register and Audit Status Update</p> <p>RECOMMENDATION (Emily Hodgson/Heather Smith)</p> <p>THAT the Audit Risk and Improvement Committee:</p> <ol style="list-style-type: none"> 1. Note the ARIC Resolutions Register; and 2. Note the status of Audit Resolutions including detailed summary. <p>Carried unanimously</p> | | |
| <p>RIS0821 Item 3 Audit Office of NSW - Annual Engagement Plan</p> <p>RECOMMENDATION (Clr Steer/Clr McKenna OAM)</p> <p>THAT the Audit Risk and Improvement Committee receive and note the Annual Engagement Plan.</p> <p>Carried unanimously</p> | | |
| <p>RIS0821 Item 4 Internal Audit Status Report – EY</p> <p>RECOMMENDATION (Heather Smith/ Emily Hodgson)</p> <p>THAT the Audit, Risk & Improvement Committee receive and note the report.</p> <p>Carried unanimously</p> | | |
| <p>RIS0821 Item 5 Internal Ombudsman Shared Service Report</p> <p>RECOMMENDATION (Clr McKenna OAM/Heather Smith)</p> <p>THAT the Audit Risk and Improvement Committee receive and note the report.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. IOSS to provide an update/more information on how Development Applications (DA) complaints are handled. <p>Carried unanimously</p> | <p>Internal Ombudsman and Acting Corporate Director</p> | <p>20 October 2021</p> |

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| <p>RIS0821 Item 6 Child Safe Update</p> <p>RECOMMENDATION (Emily Hodgson/Clr Steer</p> <p>THAT the Audit, Risk & Improvement Committee receive and note the Child Safe Update.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. An update be provided to a future committee meeting on progress in implementing recommendations from the Internal Audit report. 2. A copy of the risk register that was used when Council did the Child Safe Risk Assessment be presented to a future committee meeting. <p>Carried unanimously</p> | <p>Acting Director Corporate</p> <p>Acting Director Corporate</p> | <p>17 November 2021</p> <p>17 November 2021</p> |
| <p>RIS0821 Item 7 ICT Security Update</p> <p>RECOMMENDATION (John Gordon/Clr McKenna OAM)</p> <p>THAT the Audit, Risk & Improvement Committee receive and note the report.</p> <p>Carried unanimously</p> | | |
| <p>RIS0821 Item 8 Update on Technology One Project</p> <p>RECOMMENDATION (Heather Smith/Emily Hodgson)</p> <p>THAT the Audit, Risk & Improvement Committee receive and note the report.</p> <p>Carried unanimously</p> | | |
| <p>RIS0821 Item 9 Intramaps Data Breach</p> <p>RECOMMENDATION (Emily Hodgson/Heather Smith)</p> <p>THAT the Audit, Risk & Improvement Committee receive and note the report.</p> <p>Carried unanimously</p> | | |
| <p>RIS0821 Item 10 Investment Strategy & Portfolio Review 2020/21</p> <p>RECOMMENDATION (Emily Smith/John Gordon)</p> <p>THAT the Audit, Risk & Improvement Committee receive and note the report.</p> <p>Carried unanimously</p> | | |

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| <p>RIS0821 Item 11 Combined Delivery Program 18-22, Operational Plan 2021/22 & Budget 2021/22, Fees and Charges 2021/22 And Long Term Financial Plan 2021-31</p> <p>RECOMMENDATION (Heather Smith/Emily)</p> <p>THAT the Audit, Risk & Improvement Committee receive and note the adopted report.</p> <p>Action:</p> <p>1. Quarterly Budget summary to come back to the last ARIC meeting for 2021.</p> <p>Carried unanimously</p> | <p>Acting Director Corporate</p> | <p>17 November 2021</p> |
| <p>General Business</p> <p>Acting Director Corporate advised the Committee that Council extended the representation on committees until the end of term. Councillors McKenna OAM and Steer will remain on the committee until the end of year.</p> <p>Acting Director Corporate advised that Council will commence a process to seek expressions of interest for independent representatives to join the committee.</p> | | |

Meeting closed at 7.54pm

Next Meeting – 20 October 2021, 5.30pm

CHAIRPERSON – John Gordon