

**Minutes of Extraordinary Meeting held on 10 October 2024 via Microsoft Teams**

**Meeting commenced at 6.00 pm**

**PRESENT**

<b>Audit Risk &amp; Improvement Committee Members</b>	
Independent Member – Chair	Ilona Meyer
Independent Member	Emily Hodgson
Independent Member	Heather Smith
Independent Member	Mark Sercombe
<b>Other attendees</b>	
Councillor (Observer)	Clr Philippa Scott
General Manager	Peter Gainsford
Acting Director Corporate	Beau-Jane de Costa
Director Planning	Simone Plummer
Director Infrastructure	Ryann Midei
Director Community	Ruth Callaghan
Chief Financial Officer	Chris Sleiman
Financial Reporting and Control Manager	Sajjad Ali
Acting Senior Manager Governance and Risk	Julian Sakarai
Governance Manager	Patricia Clive
Risk WHS and Audit Manager	Justin Lucas
Risk Management and Audit Officer (minute taker)	Ngaire Meekan
Director, Financial Audit, NSW Audit Office	Manuel Moncada
Audit Leader for IWC, NSW Audit Office	Chariee Bultitude

**ACKNOWLEDGMENT OF COUNTRY**

The Chair, Ilona Meyer, acknowledged the traditional custodians of the land on which the meeting took place and paid her respects to elders past and present.

The Chair welcomed Committee members and attendees to the meeting. Attendees online introduced themselves to the Committee.

The Chair noted that the focus was on the review and endorsement of the Draft Annual Financial Statements and Special Schedules for the year ended 30 June 2024.

**APOLOGIES**

Not applicable.

**DISCLOSURES OF INTERESTS**

Independent Member Mark Sercombe notified the Committee that he is the preferred candidate for a Commonwealth Government agency Audit and Risk Committee and will notify the Committee if appointed. He confirmed he had no conflicts.

The other ARIC Members confirmed there were no changes to their disclosures of interests. All members confirmed they had no conflicts in relation to any matter before the ARIC.

**RIS1024(1) Item 1      General Manager Verbal Update**

**DISCUSSION**

The General Manager noted that the immediate focus for Council is undertaking the induction program for new Councillors. He advised that the Mayoral and Deputy Mayoral elections had been held on Tuesday 8 October 2024, and that Councillor Darcy Byrne has been elected as Mayor and Councillor Mat Howard as Deputy Mayor. The General Manager discussed the continuing work on major capital projects, including the Greenway, the Leichhardt Park Aquatic Centre upgrade, and the Leichhardt Oval redevelopment. The General Manager noted that from a financial perspective, Council is now focussed on developing the budget for the next financial period.

**RECOMMENDATION**

**That Audit, Risk and Improvement Committee receive and note the verbal update.**

Mover:            Emily Hodgson  
 Seconder:       Heather Smith  
 Carried

**RIS1024(1) Item 2      Draft 2023/2024 Annual Financial Statements**

**DISCUSSION**

The Chief Financial Officer referred to the paper and it was taken as read.

The Chief Financial Officer discussed the process undertaken this year to produce the draft financial statements, and the audit process. The Chief Financial Officer and the Financial Reporting and Control Manager addressed the following:

- the operating results
- cash flow and restricted cash asset levels
- revaluations and the expert advice received from financial advisors and engineers
- specific questions, corrections and comments from members of the ARIC.

The Director, Financial Audit, NSW Audit Office provided a report on the conduct of the audit and noted matters which appear in the Closing Report.

The NSW Audit Office representatives stated they received suitable access as needed to Council’s financial records and personnel.

The Committee discussed its:

- function under section 428A(2)(d) of the *Local Government Act 1993* to keep under

review certain aspects of Council’s operations, including Council’s financial management; and

- role, as specified under the Financial Management Framework section of page 80 of the Guidelines on Risk Management and Internal Audit for Local Government in NSW issued by the Office of Local Government (Guidelines) to advise the General Manager and governing body of the Council about Council’s external accountability and financial reporting framework, financial management framework, financial position and performance, and grant and tied funding policies and procedures.

The Chief Financial Officer:

- provided the Committee with information about Council’s external accountability and financial reporting framework, financial management framework, financial position and performance, and grant and tied funding policies and procedures; and
- provided assurance to the Committee that it has been provided with information and that Council has appropriate processes in place to ensure the Committee discharges its role in relation to each of the matters specified under the Financial Management Framework section of page 80 of the Guidelines, encompassing the external accountability and financial reporting framework, the financial management framework, financial position and performance and grants and tied funding policies and procedures.

The ARIC Members acknowledged the effort of Council’s staff and the NSW Audit Office to deliver the audited draft Financial Statements and to receive an unqualified opinion.

## RECOMMENDATION

**That Audit, Risk and Improvement Committee endorse:**

- **General Purpose Financial Statements (GPFS) for the year ended 30 June 2024,**
- **Permissible income for general rates for the financial year 2024/25,**
- **Report on Infrastructure assets as at 30 June 2024 (unaudited).**

**The Committee noted that its endorsement has been provided without consideration of the NSW Audit Office Management Letter, which will be issued by the NSW Audit Office at a later date.**

Mover: Mark Sercombe  
 Seconder: Emily Hodgson

Carried.

Manuel Moncada left the meeting at 6.33 pm.

## GENERAL BUSINESS

There was no further General Business discussion.

Meeting closed at 6.46 pm.