

Nillumbik Audit and Risk Committee minutes



Held Monday 17 February 2020 at 5pm at the Civic Centre, Civic Drive, Greensborough

1 Pre-meeting In Camera

Nil

2 Present

Independent members: John Watson (Chair), Greg Rimmer-Hollyman, Chris Eddy

Councillors:

Deputy Mayor Cr Peter Clarke (arrived 5.01pm – departed 6.34pm), Cr Bruce Ranken, Cr Grant Brooker

Council officers:

Vince Lombardi (Chief Financial Officer), Hjalmar Philipp (Director Operations and Infrastructure), Corrienne Nichols (Executive Manager Community Services), Rosa Zouzoulas (Executive Manager Executive Manager Planning & Community Safety), Jeremy Livingston (Executive Manager Organisational Performance), Melika Sukunda (Finance Manager), Craig Commene (Risk and Safety Lead), Eddie Cheng (IT Manager)

Other invitees:

Graham Noriskin (Pitcher Partners), Richard Wilson (Pitcher Partners)

3 Apologies

Carl Cowie (Chief Executive Officer), Blaga Naumoski (Executive Manager Governance)

4 Disclosure of any conflicts of interests

Nil

5 Declarations

- i. CEO – Any impending legal action or legislation breaches.

The CFO raised no impending legal action or legislation breaches.

- ii. Internal Auditor – Any obstructions to the work of the internal audit.

Nil

6 CEO Update

The CEO update was presented to the Committee by the CFO.

Decision

The CEO update was received and noted.

- 7 Cr Peter Clarke raised, for the Committees information, his intent to raise a notice of motion regarding the drafting of a policy governing the availability of alcohol at Council meetings and events and suggests Council not serve alcohol until a policy is established and endorsed.

The Committee noted the disclosed information.

8 Adoption of the minutes of the meeting held 11 November 2019

Decision

The minutes of the Audit and Risk Committee meeting held on 11 November 2019 were confirmed as accurate.

9 Table of actions arising

The table of actions arising was presented to the Committee.

Decision

The status of actions outstanding was received and noted.

10 Pound Facility Audit Reports

The Pound Facility Audit Reports were presented to the Committee.

Decision

The Pound Facility Audit Reports were received and noted.

11 Procurement Policy and Procurement Guidelines

The Procurement Policy and Procurement Guidelines were presented to the Committee.

Decision

The Procurement Policy and Procurement Guidelines were received and noted.

12 Cyber Security Internal Audit Report

The Cyber Security Internal Audit Report was presented to the Committee.

Decision

The Cyber Security Internal Audit Report was received and noted.

The Committee suggest that management give consideration to accelerating actions, specifically training and dual factor identification.

13 Internal Audit Update

The Internal Audit Update was presented to the Committee.

Decision

The Internal Audit Update was received and noted.

14 Status report of outstanding internal audit recommendations

The status report of outstanding internal audit recommendations was presented to the Committee.

Decision

The status report was received and noted.

15 Risk and Safety report

The Risk and Safety report was presented to the Committee.

Decision

The Risk and Safety report was received and noted.

16 Complaints Handling Overview, Policy and Report

The Complaints Handling Overview, Policy and Report were presented to the Committee.

Decision

The Complaints Handling Overview, Policy and Report were received and noted.

17 Business Continuity Testing Report

The Business Continuity Testing report was presented to the Committee.

Decision

The Business Continuity Testing report was received and noted.

18 VAGO Results of 2018-19 Audits: Local Government report

The VAGO Results of 2018-19 Audits: Local Government report was presented to the Committee.

Decision

The VAGO Results of 2018-19 Audits: Local Government report was received and noted.

19 VAGO Council Libraries report

The VAGO Council Libraries report was presented to the Committee.

Decision

The VAGO Council Libraries report was received and noted.

20 Transformation at Nillumbik (T@N) Update

The Transformation at Nillumbik (T@N) update was presented to the Committee.

Decision

The Transformation at Nillumbik (T@N) update was received and noted.

21 December Quarter Financial Report Summary and December Quarter Financial Report

The December quarter financial report summary and December quarter financial report was presented to the Committee.

Decision

The December quarter financial report summary and the December quarter financial report was received and noted.

22 Rates in Arrears report

The rates in arrears report was presented to the Committee.

Decision

The Rates in arrears report was received and noted.

23 Audit Committee work plan

The Audit and Risk Committee work plan was be presented to the Committee

Decision

The Audit and Risk Committee work plan was received and noted.

24 Other Business

- 1) Local Government sector issues
- 2) Impact of Climate Change on Council's Risk Register

25 Meeting Schedule

The next Audit and Risk Committee Meeting is scheduled for:

5pm, Monday 11 May 2020