

Nillumbik Audit and Risk Committee minutes



Held Monday 11 May 2020 at 5pm via Zoom digital meeting platform

1 Pre-meeting In Camera

Nil

2 Present

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

Councillors:

Deputy Mayor Cr Peter Clarke (entered meeting at 5.07pm), Cr Bruce Ranken

Council officers:

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

Other invitees:

Nick Walker (HLB Mann Judd), Donna Attard (HLB Mann Judd), Graham Noriskin (Pitcher Partners), Richard Wilson (Pitcher Partners)

3 Apologies

Nil

4 Disclosure of any conflicts of interests

Nil

5 Declarations

- i. CEO – Any impending legal action, legislation breaches or instances of fraud.

A confidential matter was brought to the Committee's attention.

A potential legislative breach was disclosed to the Committee.

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

Nil

6 CEO Update

The CEO update was presented to the Committee.

Decision

The CEO update was received and noted.

7 Adoption of the minutes of the meeting held 17 February 2020

Decision

The minutes of the Audit and Risk Committee meeting held on 17 February 2020 were confirmed as accurate.

8 Table of actions arising

The table of actions arising was presented to the Committee.

Decision

The status of actions outstanding was received and noted.

9 Covid-19 Update

The Covid-19 Update was presented to the Committee.

Decision

The Covid-19 update was received and noted.

10 VAGO Audit Strategy 2019-2020

The VAGO Audit Strategy 2019-2020 was presented to the Committee.

Decision

The VAGO Audit Strategy 2019-2020 was received and noted.

The Committee noted that Nillumbik Shire Council does not intend to take up the extension dates for the annual audit and annual report.

11 Pound Facility Audit Update

The Pound Facility Audit Update were presented to the Committee.

Decision

The Pound Facility Audit Update was received and noted.

12 2020/21 Internal Audit Plan

The 2020/21 Internal Audit Plan by Pitcher Partners was presented to the Committee.

Decision

The 2020/21 Internal Audit Plan was received and noted, subject to review in the event of changing circumstances.

The Committee requested that as the scope for each audit is developed, consideration be given to any impact of Covid-19 and Council's response.

The Committee note that it may be necessary to give consideration subsequent to the event to a specific Covid-19 response audit.

13 Disability Inclusion Audit Report

The Disability Inclusion Internal Audit Report was presented to the Committee.

Decision

The Disability Inclusion Internal Audit Report was received and noted.

14 Internal Audit Update and Recent Risk and Issues Brief

The internal audit update and recent risk and issues brief was presented to the Committee.

Decision

The internal audit update and recent risk and issues brief was received and noted.

15 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.

16 Risk and Insurance report

The Risk and Insurance report was presented to the Committee.

Decision

The Risk and Insurance report was received and noted.

17 The Draft Budget 2020-2021

The Draft Budget 2020-2021 was presented to the Committee. It was reported that the Council has requested a revision to reflect a zero percent rate increase in place of the 2 percent included in the circulated draft.

Decision

The advice regarding the Draft Budget 2020-2021 was received and noted.

18 Financial Hardship Policy

The Financial Hardship Policy was presented to the Committee.

Decision

The Financial Hardship Policy was received and noted .

The Committee note that references to Covid-19 would be reviewed in September 2020.

19 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.

20 March Quarter Financial Report Summary and March Quarter Financial Report

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

Decision

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

It was also noted that the full financial impact of Covid-19 is being closely monitored but at this stage a breakeven end of year outcome was projected.

21 Rates in Arrears report

The rates in arrears report was presented to the Committee.

Decision

The Rates in arrears report was received and noted.

22 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.

23 Other Business

1) Local Government sector issues

The Local Government Act and the required review of Audit and Risk Committee Charter was discussed, with members to be consulted before the charter is finalised.

2) Council Land and Buildings Asset Valuations

The Committee noted the valuation is progressing and the results are expected in approximately two weeks.

24 Meeting Schedule

The next Audit and Risk Committee Meeting is scheduled for:

5pm, Monday 17 August 2020

The meeting closed 6.47pm.