



**SNOWY MONARO**  
REGIONAL COUNCIL

# **Minutes**

**Audit Risk And Improvement Committee Meeting**

**5 February 2024**

**AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING  
HELD IN COMMITTEE ROOM, 81 COMMISSIONER STREET, COOMA**

**ON MONDAY 5 FEBRUARY 2024**

<b>MINUTES</b>
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**MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING  
HELD IN COOMA COUNCIL CHAMBERS, 81 COMMISSIONER STREET, COOMA**

**ON MONDAY, 5 FEBRUARY 2024  
COMMENCING AT 10:02 AM**

**PRESENT:**

**Voting Attendees:**

Michael Quirk, Independent Member, *Chair*  
Kylie McRae, Independent Member – *In Person*  
Andrew Cox, Independent Member – *via Audio-Visual*  
Councillor Lynda Summers, Council Member – *via Audio-Visual*

**Apologies:**

Shannon Buckley, Independent Member

**Non-Voting Attendees:**

David Hogan, Chief Executive Officer  
Tricia Hopkins, Council Member

**Guests:**

David Rawlings, Chief Strategy Officer  
Simon Rennie, Acting Chief Financial Officer  
Sue Prichard, External Audit Office – *via Audio-Visual*  
Scott Goudie, Coordinator of ITC  
Luke O’Sullivan, Coordinator of Governance  
Grace Mackay, Secretary Council and Committees, *Secretariat*

**1. OPENING OF THE MEETING**

The Chair opened the meeting at 10:02 AM.

**2. APOLOGIES**

An apology for the meeting was received from Shannon Buckley.

**3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST**

Nil

**4. ADOPTION OF MINUTES OF PREVIOUS MEETING**

**4.1 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING 6 NOVEMBER 2023**

<b>COMMITTEE RECOMMENDATION</b>	<b>ARIC10/24</b>
THAT the minutes of the Audit Risk And Improvement Committee Meeting held on 06 November 2023 are confirmed as a true and accurate record of proceedings.	
<b>Moved Ms McRae</b>	<b>Seconded Councillor Summers</b> <b>CARRIED</b>

**5. BUSINESS ARISING**

**6. PRESENTATIONS**

6.1 Scott Goudie – Cyber Risk Update

6.2 Luke O’Sullivan – Legal and Legislative Compliance Framework and Performance.

**6.1 OTHER REPORTS**

Nil.

**8. SPECIAL AGENDA ITEMS**

**8.2 AUDIT REPORTS**

**8.2.1 EXTERNAL AUDITORS ENGAGEMENT CLOSING REPORT**

Record No: I24/49

<b>COMMITTEE RECOMMENDATION</b>	<b>ARIC11/24</b>
That the Audit, Improvement and Risk Committee receive and note the attached documents.	
<b>Moved Ms McRae</b>	<b>Seconded Mr Quirk</b> <b>CARRIED</b>

Note: Item 8.2.1 was moved forward to allow Director of Audit Office, Sue Prichard, to present the report to the ARIC Committee.

### 7.2.3 ADOPTION OF THE 2022/23 FINANCIAL STATEMENTS

Record No: I24/69

#### COMMITTEE RECOMMENDATION

ARIC12/24

That ARIC note the outcomes of the financial statements audit.

Moved Mr Quirk

Seconded Councillor Summers

CARRIED

Note: Item 7.2.3 was moved forward to allow Chief Financial Officer, Simon Rennie, and Director of Audit Office, Sue Prichard, to present and answer questions to the ARIC Committee.

## 7.1 STANDARD REPORTS

### 7.1.1 WHS REPORT - SEPT TO NOV 2023

Record No: I24/22

#### COMMITTEE RECOMMENDATION

ARIC13/24

That the Audit Risk and Improvement Committee receive and note the information in the Work Health & Safety Report September - November 2023. That ARIC be updated on the progress with complying with the recommended actions.

Moved Mr Cox

Seconded Mr Quirk

CARRIED

### 7.1.2 RISK REPORT

Record No: I24/37

#### OFFICER'S RECOMMENDATION

That the Audit, Risk and Improvement Committee receive and note the Risk Report update

*This is an information only report.*

#### COMMITTEE RECOMMENDATION

ARIC14/24

That the Audit, Risk and Improvement Committee receive and note the Risk Report update

Moved Mr Quirk

Seconded Ms McRae

CARRIED

**7.1.3 AUDIT RECOMMENDATION UPDATE**

Record No: I24/67

<b>COMMITTEE RECOMMENDATION</b>	<b>ARIC15/24</b>	
That the Audit, Risk and Improvement Committee: A. Receive the Audit Recommendations Audit Report B. Approve those items noted as completed in the Internal Audit Sign off for Recommendations completed to 31 January 2024.		
<b>Moved Mr Quirk</b>	<b>Seconded Ms McRae</b>	<b>CARRIED</b>

**7.2 FINANCE REPORTS**

**7.2.1 MONTHLY FUNDS MANAGEMENT REPORT - DECEMBER 2023**

Record No: I24/59

<b>COMMITTEE RECOMMENDATION</b>	<b>ARIC16/24</b>	
That ARIC receive and note the report indicating Council’s cash and investments position as at 31 December 2023.		
<b>Moved Ms McRae</b>	<b>Seconded Mr Quirk</b>	<b>CARRIED</b>

**7.2.2 BUDGET DEVELOPMENT PLANNING UPDATE**

Record No: I24/62

<b>OFFICER’S RECOMMENDATION</b>
That ARIC note Budget Development Planning Update.

*This is an information only report.*

<b>COMMITTEE RECOMMENDATION</b>	<b>ARIC17/24</b>	
That ARIC note Budget Development Planning Update.		
<b>Moved Mr Quirk</b>	<b>Seconded Mr Cox</b>	<b>CARRIED</b>

**7. GENERAL BUSINESS**

**9.1 2024 MEETING DATES**

Record No: I23/775

**OFFICER’S RECOMMENDATION**

That the ARIC note and approve the 2024 Meeting Dates.

*This is an information only report.*

**COMMITTEE RECOMMENDATION**

**ARIC18/24**

That the ARIC note and approve the 2024 Meeting Dates.

**Moved Mr Quirk**

**Seconded Councillor Summers**

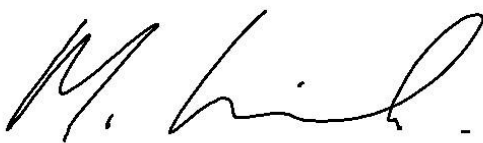
**CARRIED**

**8. NEXT MEETING**

Monday, 11 March 2024.

There being no further business the Chair declared the meeting closed at 12:26 PM.

CHAIRPERSON



The above minutes of the Audit Risk And Improvement Committee Meeting of Snowy Monaro Regional Council held on 5 February 2024 were confirmed by Committee at a duly convened meeting on 11 March 2024 at which meeting the signature hereon was subscribed.