

# Nilumbik Audit and Risk Committee minutes



Held Monday 14 December 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:

Mayor Cr Peter Perkins, Deputy Mayor Cr France Eyre

Council officers:

Carl Cowie (Chief Executive Officer), Vince Lombardi (Chief Financial Officer), Blaga Naumoski (Executive Manager Governance), Jeremy Livingston (Executive Manager Organisational Performance), Melika Sukunda (Finance Manager), Craig Commene (Risk and Safety Lead), Lance Clark (Procurement Specialist)

Other invitees:

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

**3 The Chair welcomed attendees and congratulated Councilors Perkins and Eyre on their election success. The Chair also noted that any councilor is welcome to attend meetings of the committee as an observer but must understand that the matters discussed are confidential and they would not be able to participate in the discussion.**

**4 The Chair acknowledged the traditional owners and custodians of the lands on which attendees were meeting.**

## 5 Apologies

Nick Walker (HLB Mann Judd)

## 6 Disclosure of any conflicts of interests

Nil

## 7 Declarations

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

The CEO declared a legal matter.

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

Nil

iii. Protected Interest Disclosure Officer

Two protected disclosures were brought to the attention of the Committee. Both instances were investigated and subsequently closed.

**8 Adoption of the minutes of the meeting held 15 August 2020**

***Decision***

The minutes of the Audit and Risk Committee meeting held on 15 August 2020 were confirmed as accurate.

**9 CEO Update**

The CEO update was presented to the Committee.

***Decision***

The CEO update was received and noted.

**10 Table of actions arising**

The table of actions arising was presented to the Committee.

***Decision***

The status of actions outstanding was received and noted.

**11 Parking Infringement Review**

The Parking Infringement Review was presented to the Committee.

***Decision***

The Parking Infringement Review was received and noted.

**12 Annual Procurement Report**

The Annual Procurement Report was presented to the Committee.

***Decision***

The Annual Procurement Report was received and noted.

**13 Councillor Expenses and Corporate Card Internal Audit Report**

The Councillor Expenses and Corporate Card Internal Audit Report was presented to the Committee.

***Decision***

The Councillor Expenses and Corporate Card Internal Audit Report was received and noted.

The Committee support a briefing to Councillors regarding the Council Expenses Policy.

#### **14 Response to recommendations - LGI Councillor Support Report**

The Response to recommendations - LGI Councillor Support Report was presented to the Committee.

##### ***Decision***

The Response to recommendations - LGI Councillor Support Report was received and noted.

#### **15 Internal Audit Update**

The Internal Audit Update was presented to the Committee.

##### ***Decision***

The Internal Audit Update was received and noted.

#### **16 Recent Risk and Issues Brief**

The Recent Risk and Issues Brief was presented to the Committee.

##### ***Decision***

The Recent Risk and Issues Brief was received and noted.

#### **17 Pending audit recommendations report**

The pending audit recommendations report was presented to the Committee.

##### ***Decision***

The pending audit recommendations report was received and noted.

#### **18 Risk and Safety report**

The Risk and Safety report was presented to the Committee.

##### ***Decision***

The Risk and Safety report was received and noted.

#### **19 Response to recommendations - IBAC Information sheet - Building public sector integrity during emergencies**

The Response to recommendations - IBAC Information sheet - Building public sector integrity during emergencies report was presented to the Committee.

##### ***Decision***

The Response to recommendations - IBAC Information sheet - Building public sector integrity during emergencies report was received and noted.

The Committee supported referring the responses to the internal auditor, Pitcher Partners, for assessment and feedback.

**20 Fraud and Corruption Control Policy and Plan**

The Fraud and Corruption Control Policy and Plan was presented to the Committee.

***Decision***

The Fraud and Corruption Control Policy and Plan was received and noted.

**21 Local Government Act 2020 Implementation update**

The Local Government Act 2020 implementation update was presented to the Committee.

***Decision***

The Local Government Act 2020 implementation update was received and noted.

**22 Cyber Security Update**

The Cyber Security Update was presented to the Committee.

***Decision***

The Cyber Security Update was received and noted.

**23 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.

**24 Covid-19 Update**

The Covid-19 Update was presented to the Committee.

***Decision***

The Covid-19 update was received and noted.

**25 September Quarter Financial Report Summary and September Quarter Financial Report**

The September Quarter Financial Report Summary and September Quarter Financial Report were presented to the Committee.

***Decision***

The September Quarter Financial Report Summary and September Quarter Financial Report were received and noted.

## **26 Rates in Arrears report**

The rates in arrears report was presented to the Committee.

### ***Decision***

The Rates in arrears report was received and noted.

The Committee requested further information be circulated to members regarding sundry debtor balances.

## **27 Councillor Expenses report**

The Councillor Expenses report was presented to the Committee.

### ***Decision***

The Councillor Expenses report was received and noted.

## **28 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.

## **29 Other Business**

Nil

## **30 Meeting Schedule**

The Audit and Risk Committee Meeting schedule for 2021 was determined as follows:

2pm, Monday 15 February 2021 (Zoom)

5pm, Wednesday 12 May 2021 (Onsite)

5pm, Monday 23 August 2021 (TBC – Onsite/ Zoom)

5pm, Wednesday 10 November 2021 (TBC – Onsite/ Zoom)

## **31 Meeting Close**

The Chair closed the meeting and wished everyone a safe and happy Christmas and New Year.