

Nillumbik Audit and Risk Committee minutes



Held Monday 15 February 2021 at 2pm 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 Communications and Engagement), Jeremy Livingston (Executive Manager Business Transformation and Performance), Melika Sukunda (Finance Manager), Craig Commare (Risk and Safety Lead), Rosa Zouzoulas (Executive Manager Planning and Community Safety), Corrienne Nichols (Executive Manager Community Services)

Other invitees:

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

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

4 Apologies

Nick Walker (HLB Mann Judd)

5 Disclosure of any conflicts of interests

Nil

6 Declarations

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

Nil

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

Nil

iii. Protected Interest Disclosure Officer

Nil

7 Adoption of the minutes of the meeting held 14 December 2020

Decision

The minutes of the Audit and Risk Committee meeting held on 14 December 2020 were confirmed as accurate.

8 CEO Update

The CEO update was presented to the Committee.

Decision

The CEO update was received and noted.

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 Memorandum: Building Services Incentive Program

The memorandum regarding the Building Services Incentive Program was presented to the Committee.

Decision

The memorandum regarding the Building Services Incentive Program was received and noted.

If the proposal was to progress, the Committee requested further information be provided.

11 Grants Management Internal Audit Report

The Grants Management Internal Audit Report was presented to the Committee.

Decision

The Grants Management Internal Audit Report was received and noted.

The Committee request that management, together with the internal auditors, review the timelines and apply a phased approach to show progress. The revised timelines will be reflected in the pending audit recommendation report.

12 Internal Audit Status Report

The Internal Audit Status Report was presented to the Committee.

Decision

The Internal Audit Status Report was received and noted.

13 Proposed Internal Audit Plan 2021-2022

The proposed Internal Audit Plan 2021-2022 was presented to the Committee.

Decision

The proposed Internal Audit Plan 2021-2022 was received and noted.

The Committee request further consideration be given to the prioritisation of specific internal audits in the context of the current environment.

14 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.

15 Pending Audit Recommendations Report

The pending Audit Recommendations Report was presented to the Committee.

Decision

The pending Audit Recommendations Report was received and noted.

16 Risk and Safety Report

The Risk and Safety Report was presented to the Committee.

Decision

The Risk and Safety Report was received and noted.

17 Draft Councillor Gift Policy

The draft Councillor Gift Policy was presented to the Committee.

Decision

The draft Councillor Gift Policy was received and noted.

The Committee suggested that a reference to the Governance Principals as outlined in the Local Government Act 2020 be included in the policy.

18 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.

19 Covid-19 Update

The Covid-19 Update was presented to the Committee.

Decision

The Covid-19 update was received and noted.

20 December Quarter Financial Report Summary and December Quarter Financial Report

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

Decision

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

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 Councillor Expenses Report

The Councillor Expenses Report was presented to the Committee.

Decision

The Councillor Expenses 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

Nil

25 Meeting Schedule

The next Audit and Risk Committee meeting is scheduled to be held on Wednesday 12 May 2021 at Council Offices, Civic Drive Greensborough or via Zoom if required.

26 Meeting Close