



GOLDEN PLAINS SHIRE

ATTACHMENTS

**Under Separate Cover
Council Meeting**

6.00pm Tuesday 23 February 2021

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MINUTES

Audit and Risk Committee Meeting

9.00am Tuesday 9 February 2021

VENUE:
Golden Plains Civic Centre
Council Chambers
2 Pope Street, Bannockburn

NEXT AUDIT AND RISK COMMITTEE MEETING
9.30am Tuesday 11 May 2021

Copies of Golden Plains Shire Council's Agendas & Minutes
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**MINUTES OF GOLDEN PLAINS SHIRE COUNCIL
AUDIT AND RISK COMMITTEE MEETING
HELD AT THE GOLDEN PLAINS CIVIC CENTRE, COUNCIL CHAMBERS, 2 POPE STREET,
BANNOCKBURN
ON TUESDAY, 9 FEBRUARY 2021 AT 9.00AM**

PRESENT: Mr Joe Adamski, Mr Andrew Pearce, Mr Phil Delahunty, Cr Brett Cunningham, Cr Helena Kirby (Mayor)

IN ATTENDANCE: Eric Braslis (CEO), Philippa O'Sullivan (Director Corporate Services), Phil Josipovic (Director Infrastructure and Development), Lisa Letic (Director Community Services), Fiona Rae (Manager Finance), Claire Tehan (Manager People & Culture), Rebecca Failla (Manager Digital Transformation), Annmaree Bowey (Coordinator Governance and Risk), Andrew Leary (Coordinator OHS), Jacquilyn Douglas (Governance and Legal Services Officer), Emily Chapman (Governance and Corporate Services Administration Officer), Thivya Mahendran (Crowe), Chris Kol (McLaren Hunt).

1 APOLOGIES AND LEAVE OF ABSENCE

Martin Thompson (Crowe)

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski
Seconded: Mr Phil Delahunty

That the minutes of the Audit and Risk Committee Meeting held on 2 December 2020 be confirmed.

CARRIED

3 DECLARATION OF CONFLICT OF INTEREST

Committee members must disclose a conflict of interest in accordance with Section 79 of the *Local Government Act 1989*.

Nil

4 COMMITTEE REPORTS

4.1 AUDIT COMMITTEE ACTION ITEMS

EXECUTIVE SUMMARY

This report is to update the Committee on the progress and completion of any actions recorded at previous Committee meetings.

COMMITTEE RESOLUTION

Moved: Mr Andrew Pearce
Seconded: Mr Joe Adamski

That the Audit & Risk Committee note the progress on actions from previous meeting held on 2 December 2020.

CARRIED

4.2 OUTSTANDING INTERNAL AND EXTERNAL AUDIT ACTIONS

EXECUTIVE SUMMARY

This report updates the Committee on the progress of all internal and external audit recommendations within the Strategic Internal Audit Plan (SIAP), Internal Risk Management Audit, VAGO Interim Management Letter and Local Government Inspectorate Report.

COMMITTEE RESOLUTION

Moved: Mr Phil Delahunty
Seconded: Cr Helena Kirby

That the Audit and Risk Committee notes the updates on the Outstanding Internal and External Audit Actions report.

CARRIED

4.3 PUBLICATIONS OF INTEREST

EXECUTIVE SUMMARY

The Reports and Publications of interest provides a summary of key industry reports that have been released over the last three months which identifies outcomes from audits or reviews which may impact on Golden Plains Shire.

The report is provided for the Audit and Risk Committee's noting and includes Management comments.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski
Seconded: Mr Phil Delahunty

That the Audit and Risk Committee note the Publications of Interest (October 2020 to December 2020) as prepared by Internal Auditors, Crowe.

CARRIED

4.4 GPCC PROJECT UPDATE - PROGRESS UPDATE

EXECUTIVE SUMMARY

This Report is the eighth progress update and covers the period between 30 October 2020 and 31 December 2020 in relation to the construction of the Golden Plains Community & Civic Centre Project ('the GPCC Project').

The GPCC project, which commenced in March 2019, has shown significant progress and positive achievements since the last update to the Audit and Risk Committee and Council. The progress of this project is monitored by the Project Steering Group ('PSG') under the chairmanship and leadership of the Chief Executive Officer to ensure compliance with the relevant legislative and policy requirements, adherence to Council's decisions, and to ensure the Project achieves the agreed outcomes in the best interest of the community.

This Report provides updates on the following key areas of the Project:

- Project status which outlines what work has been completed and what work is planned next;
- Progress against the agreed timeframe;
- Project budget which provides actual expenditure against the approved budget;
- Management of existing and emerging risks; and
- Governance and compliance aspects of the Projects.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski

Seconded: Mr Andrew Pearce

That the Audit & Risk Committee:

1. Receive and note the progress update on the Golden Plains Civic Centre (GPCC) for the period of 30 October 2020 to 31 December 2020.
2. Recommend the report be presented to the March Council briefing for noting.

CARRIED

4.5 BANNOCKBURN CHILDRENS SERVICE LONG DAY CARE - FINAL UPDATE**EXECUTIVE SUMMARY**

This report is the final update to the Audit and Risk Committee following Council's decision to lease part of Bannockburn Children's Service for the provision of long day care and the successful transition into a lease agreement with Kardinia Childcare Inc. for part of 2a Pope Street Bannockburn for the purpose of operating long day child care. Council ceased operating the service on 24 December 2020 and the new service provider occupied the site from 4 January 2021 and commenced offering childcare from 7 January 2021 providing a seamless transition of services to the community.

COMMITTEE RESOLUTION

Moved: Cr Helena Kirby
Seconded: Cr Brett Cunningham

That the Audit and Risk Committee receive and note the final report on the Bannockburn Children's Services Long Day Care.

CARRIED**4.6 FINANCE QUARTER TWO UPDATE****EXECUTIVE SUMMARY**

As at 31 December 2020, the Income Statement reports total operating revenue of \$36.8m and total operating expenditure of \$21.1m, which results in a year to date surplus of \$15.6m. This is \$5.4m favourable compared to the original budget, and \$2.5m favourable to the revised budget.

The Capital Works Statement indicates total capital works expenditure of \$6.7m, which is \$0.02m below the original budget, and \$2.0m below the revised budget.

The Finance Quarterly Report will be presented to Council at the 23 February 2021 meeting for noting.

COMMITTEE RESOLUTION

Moved: Mr Andrew Pearce
Seconded: Mr Joe Adamski

That the Audit and Risk Committee note the content in the Quarterly Finance Report for the 6 months ended 31 December 2020.

CARRIED

4.7 OHS QUARTER 2 REPORT

EXECUTIVE SUMMARY

This report discusses OHS information and performance details for the period of 1 October 2020 to 31 December 2020.

Refer: Appendix 1: Q2 2020-2021 OHS Audit and Risk Update Report.

A total of 25 proactive projects were completed in Q2 as well as a number of usual service assessments. COVID-19 management processes continued to be implemented with COVIDSafe change management for the return of staff being initiated as well as induction training for GPCC Stage 2.

A number of business as usual service activities were undertaken to manage risk in capital projects and engagement of contractors. This included:

- Review of 11 tenders were reviewed as subject expert to the procurement panel;
- GPSC wide change assessment for COVID-19 return to operations; and
- Providing specialist OHS advice as a service to the organisation.

The team continued to embed the 'Elumina' OHS Management System with a focus on promoting hazard and issue reporting to staff. This included a change which allowed for single sign on integration, whereby the standard GPSC login can be used to access the system.

A total of 8 hazards, 7 near misses and 3 incidents (1 x Medically Treated, 1 x First Aid, 1 x Report Only) were reported, further details on reporting can be found within the detail report.

Refer: Appendix 2: Q2 2020 – 2021 Reported Issue Details

There are currently two active Return to Work cases and one active non-work related return to work case which are currently open and being proactively managed by the team:

- Return to Work Case 1: Outdoor Works Team Member: The claim is currently under review by JLT (insurer) following additional diagnosis by treating practitioner.
- Return to Work Case 2: Early Education Assistant: The claim is currently under review by JLT (insurer) following additional diagnosis by treating practitioner.

There is one open non-work related Return to Work case being proactively managed.

- Non-work related Return to Work: Outdoor Works Team Member: Lower back pain and sciatica, the staff member is improving and working 4 days a week, 7 hours per day.

The OHS team continued to take a leadership role in the organisations COVID response as part of the COVID Safe Working Group. This included working with various stakeholders to centralise their COVID compliance requirements within a single change assessment for SMT ownership and develop individual area COVIDSafe plans.

The Health and Wellbeing Committee with direction from the OHS team has been active in promoting mental health awareness across the organisation. Mental health sessions were continued to be facilitated by the OHS team through Q2 2020/2021, with high staff attendance (>90 average) and continued positive feedback after the workshops.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski

Seconded: Mr Phil Delahunty

That Audit & Risk Committee receive and note the OHS Quarter 2 report.

CARRIED

4.8 GOVERNANCE QUARTER TWO REPORT

EXECUTIVE SUMMARY

To ensure that Council delivers on its commitment to Governance and compliance, the Audit and Risk Committee is be provided with a governance report at each meeting, including an update on the Governance Reform and Improvements Program and other items of interest for the Committee. The governance report is also presented to Councillors on a quarterly basis.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski
Seconded: Mr Andrew Pearce

That the Audit and Risk Committee receive and note the Governance Quarter Two Report.

CARRIED

4.9 LOCAL GOVERNMENT PERFORMANCE REPORTING INDICATORS - 6 MONTHLY REPORT 20/21

EXECUTIVE SUMMARY

Council is required under the *Local Government Act 2020* and Local Government (Planning and Reporting) Regulations 2020 to report on its performance in accordance with the Local Government Performance Reporting Framework (LGPRF).

Council's performance against LGPRF measures is reported to management, the Audit & Risk Committee and Council on a six-monthly basis and included in the Golden Plains Shire Council Annual Report.

The six-monthly progress report for the period 01 July 2020 to 31 December 2020 is provided for the Audit & Risk Committee member's information (Attachment 1).

COMMITTEE RESOLUTION

Moved: Mr Phil Delahunty
Seconded: Mr Joe Adamski

That the Audit and Risk Committee receive the six-monthly report on the Local Government Performance Reporting Indicators (Attachment 1) for the period 01 July 2020 to 31 December 2020.

CARRIED

4.10 FRAUD AND CORRUPTION CONTROL POLICY AND TRAINING PROGRAM**EXECUTIVE SUMMARY**

The Fraud and Corruption Control Policy was updated in October 2019 with training for staff planned in 2020. Timing of training was impacted by COVID-19 resulting in training now scheduled in early 2021.

COMMITTEE RESOLUTION

Moved: Mr Phil Delahunty
Seconded: Cr Helena Kirby

That the Audit and Risk Committee note the Fraud and Corruption Policy and training program to be rolled out to Council officers.

CARRIED**4.11 FRAUD AND CORRUPTION - INSTANCES AND ACTIONS****EXECUTIVE SUMMARY**

Following an incident of fraud in January 2020, corrective action has been taken to reinstate payroll controls and reinforce the required processes including refresher training of key staff following an instance of fraud where an employee's bank details were changed without their consent.

COMMITTEE RESOLUTION

Moved: Cr Helena Kirby
Seconded: Mr Phil Delahunty

That the Audit and Risk Committee note:

1. The fraud that occurred in January 2020.
2. The actions taken to prevent future instances of fraud.

CARRIED**4.12 SIGNIFICANT CHANGES TO KEY SYSTEMS AND IMPACT ON RISK PROFILE****EXECUTIVE SUMMARY**

The purpose of this report is to update the Audit and Risk Committee on the current controls in place within the Information and Communication Technology (ICT) team to manage Information Security and Cyber Risk following the implementation of Microsoft 365.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski
Seconded: Mr Phil Delahunty

That the Audit and Risk Committee:

1. Notes the current security controls in place to support the change to Microsoft365.
2. Notes that program of work coming up in the next quarter to mitigate risks.

CARRIED

4.13 RISK MANAGEMENT AND INSURANCE QUARTER TWO REPORT**EXECUTIVE SUMMARY**

To ensure that Council delivers on its commitment to risk management, the Audit and Risk Committee is provided with a risk report and update at each meeting, including new risks identified, any emerging risk events/issues, audits undertaken during quarter, upcoming audits and other items of interest for the Committee.

COMMITTEE RESOLUTION

Moved: Mr Andrew Pearce

Seconded: Cr Helena Kirby

That the Audit and Risk Committee receive and note the Risk Management and Insurance Quarter Two Report.

CARRIED**4.14 REVIEW OF RISK APPETITE STATEMENTS****EXECUTIVE SUMMARY**

The new Local Government Act 2020 (the Act) was passed by the Victorian Parliament in mid-March, receiving royal assent on 24 March 2020. The new Act is being rolled out in four implementation stages, which are to be proclaimed between 6 April 2020 and July 2021.

With the implementation of the new Local Government Act 2020, the Audit and Risk Committee charter was revised and adopted by Council at the 28 July 2020 Council meeting to include the specific sections of the Act. The revised Charter included aligning the annual plan of activities presented to the Audit and Risk Committee which requires that the Councils risk appetite statements are reviewed by the Committee at the February meeting.

COMMITTEE RESOLUTION

Moved: Cr Helena Kirby

Seconded: Mr Phil Delahunty

That the Audit & Risk Committee note the Risk Appetite Statements that Council have incorporated into the Risk Management Framework and adopted by Council at the November 2020 Council meeting.

CARRIED

4.15 MAV LIABILITY MUTUAL INSURANCE SCHEME STRUCTURAL REFORM UPDATE**EXECUTIVE SUMMARY**

To provide an update on the Municipal Association of Victoria (MAV) Liability Mutual Insurance (LMI) scheme. The MAV LMI provides public liability, products liability and professional indemnity insurance to local government member councils. MAV is as a member-owned, not-for-profit mutual. Currently, councils have the option to opt in or opt out of the scheme. The Golden Plains Shire Council has historically, always been a member council of the LMI scheme.

The MAV are currently conducting a reform to ensure the LMI scheme remains sustainable, and so member councils continue to have access to high-quality public liability and professional indemnity insurance.

BACKGROUND

The MAV commenced the reform in September 2020 and have now identified five options for the sector's future public liability, products liability and professional indemnity insurance requirements, being:

- Option 1: Compulsory - Victorian councils required to source LMI via the MAV
- Option 2: Incremental change - incremental reform of the current LMI scheme
- Option 3: VMIA - Victorian councils required to source PL/PI via the Victorian Managed Insurance Agency
- Option 4: Group procurement - the MAV acts as a group procurer of PL/PI insurance for Victorian councils
- Option 5: MAV exit - Victorian councils required to source PL/PI via the private (commercial) market

The Golden Plains Shire Council supported Option 1 and as such, provided a letter of support for that option to the MAV in October 2020.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski
Seconded: Mr Phil Delahunty

That the Audit and Risk Committee receive and note the Municipal Association of Victoria (MAV) Liability Mutual Insurance (LMI) Scheme Structural Reform Update.

CARRIED

4.16 VAGO INDEPENDENT ASSURANCE REPORT TO PARLIAMENT - SEXUAL HARASSMENT IN LOCAL GOVERNMENT (DECEMBER 2020)**EXECUTIVE SUMMARY**

In June 2020, Golden Plains Shire Council staff and Councillors were invited to participate in a survey conducted by VAGO on Sexual Harassment in Local Government.

In the Audit Report, VAGO concluded that Councils were not providing workplaces which are free from sexual harassment and that more than one in four survey respondents had experienced sexual harassment in the last 12 months. VAGO have provided 11 recommendations (10 specific to Council) to Victorian local councils.

At Golden Plains Shire Council, we had a 30% response rate (63 staff), with 33.33% of respondents reported experiencing sexual harassment in the last 12 months. 75% of respondents don't believe that sexual harassment is a problem at Council and 83% believe that Council takes sexual harassment seriously, however it is important to ensure that staff understand that we have a zero-tolerance approach and that they will be supported if they do experience sexual harassment in the workplace.

Golden Plains Shire Council will develop a timetable to implement the recommendations as outlined in attachment 3 as part of a broader update of the People & Culture policies and procedures by December 2021, and ensure that sexual harassment training is built into our mandatory training program and regular monitoring surveys are undertaken.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski

Seconded: Cr Helena Kirby

That the Audit & Risk Committee note the VAGO report into Sexual Harassment in Local Government, the summary report for Golden Plains Shire Council and the recommendations which will be incorporated into Council policies and procedures and rolled out to Council employees and Councillors.

CARRIED

4.17 REVIEW AND APPROVE EXTERNAL AUDIT PLAN AND SCOPE**EXECUTIVE SUMMARY**

To review the Victorian Auditor General's Office (VAGO) 2020-21 draft audit strategy prepared by McLaren Hunt Financial Group.

The strategy sets out VAGO's and McLaren Hunt's approach to the external audit of the financial report and performance statement of Golden Plains Shire Council for the year ending 30 June 2021.

COMMITTEE RESOLUTION

Moved: Mr Andrew Pearce

Seconded: Mr Phil Delahunty

That the Audit and Risk Committee:

1. Note and receive the terms of the Golden Plains Shire Council draft external audit strategy for the year ending 30 June 2021.
2. Approve the External Audit Strategy in accordance with its delegated authority as outlined in Section 6 of the Audit and Risk Committee Charter (2020).

CARRIED**4.18 INTERNAL AUDIT - HR PROCESSES****EXECUTIVE SUMMARY**

In accordance with Council's annual internal audit plan, an internal audit review will commence on 10 February 2021 to undertake a review of Council's HR processes. Internal Auditors, Crowe will provide a verbal update on the process at the meeting.

COMMITTEE RESOLUTION

Moved: Cr Helena Kirby

Seconded: Mr Phil Delahunty

That Audit and Risk Committee note the draft Management Audit Plan on Human Resources Processes to commence on 10 February 2021.

CARRIED**4.19 REVIEW PROGRESS ON INTERNAL AUDIT PROGRAM****EXECUTIVE SUMMARY**

The report provides a progress update on the audits completed by the internal auditors as at 31 January 2021.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski

Seconded: Mr Phil Delahunty

That the Audit and Risk Committee note the progress on the Strategic Internal Audit Plan as 31 January 2021.

CARRIED

4.20 GIFTS, BENEFITS & HOSPITALITY POLICY

EXECUTIVE SUMMARY

In order to achieve compliance with Stage 3 Implementation of the phased introduction of the new *Local Government Act 2020*, Council must review and adopt its gift policy by the State Governments requirement date of 24 April 2021.

The Gifts, Benefits and Hospitality Policy was last reviewed by the Audit and Risk Committee at its 10 September 2019 meeting adopted by Council at its 17 December 2019 Council meeting.

The Golden Plains Shire Council Gifts, Benefits and Hospitality Policy is modelled in accordance with the Victorian Public Sector Commission's (VPSC) Gifts, Benefits and Hospitality – Policy Guide and the Department of Environment, Land, Water and Planning (DELWP) Gifts, Benefits and Hospitality – Model Policy. Whilst it is not mandated for councils to adopt the DELWP model policy, Council has previously seen the opportunity to adopt a policy that is in line with contemporary public sector best practice guidelines and community expectations of public officials.

Following the recent review, proposed changes of significance include, but are not limited to inclusion of a statement that as a general principle Council, Councillors and staff should, where possible, decline any offer of gifts, benefits or hospitality in a way that does not cause offence, minor wording amendments for clarity and minor formatting and reference updates.

The Gifts, Benefits and Hospitality Policy is presented to Audit and Risk Committee for comment prior to being presented to Council for final consideration and adoption.

COMMITTEE RESOLUTION

Moved: Cr Brett Cunningham

Seconded: Cr Helena Kirby

That the Audit & Risk Committee endorse the Gifts, Benefits and Hospitality Policy as attached and forward the policy to Council for consideration and adoption at the 23 February 2021 Council Meeting.

CARRIED

4.21 EMPLOYEE CODE OF CONDUCT

EXECUTIVE SUMMARY

The Audit & Risk Committee Charter and associated workplan requires that the Audit & Risk Committee review the processes for communicating Council's Employee Code of Conduct to employees and contractors and for monitoring compliance.

The Employee Code of Conduct document is included in the New Starter pack and must be signed by all staff including new employees, contractors (directly engaged) and volunteers prior to commencing employment with Council.

There has been 100% compliance with all new starters signing the Code of Conduct document and the signed document is saved within their personnel file.

As required by the applicable legislation (Sect 95AA of the Local Government Act 1989) the Code of Conduct must be able to be accessed by all staff. At Golden Plains Shire Council the Code of Conduct can be accessed by staff via the Intranet with hard copies available from a member of the P&C team.

The Code of Conduct will be reviewed and updated by mid 2021 to include our newly developed Vision and Values and also the requirements under Section 49 of the Local Government Act 2020.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski
Seconded: Mr Phil Delahunty

That the Audit & Risk Committee note the report which outlines the processes for communicating the Employee Code of Conduct and for monitoring compliance.

CARRIED

4.22 LOCAL GOVERNMENT ACT 2020 - IMPLEMENTATION UPDATE

EXECUTIVE SUMMARY

The *Local Government Act 2020* was passed in March 2020 and is now being implemented in four stages, as set by State Government. The first implementation phase took effect on 6 April with several other transitional stages occurring this year and up until 1 July 2021.

Implementing the new Act is a complex, lengthy and multi layered project that touches on most areas of the organisation.

Implementation is currently underway. To support implementation, an Implementation Schedule (Attachment 1) and detailed Summary of Changes Register (Attachment 2) have been developed and are both provided for the committee's information.

Progress updates are provided to the Full Management Team on a monthly basis. Additional updates will also continue to be provided to the Audit and Risk Committee and Councillors, as necessary.

COMMITTEE RESOLUTION

Moved: Mr Phil Delahunty
Seconded: Mr Joe Adamski

That the Audit and Risk Committee receive and note the new *Local Government Act 2020* Implementation Update.

CARRIED

4.23 REVIEW INTERNAL AUDIT CHARTER

EXECUTIVE SUMMARY

The new Local Government Act 2020 (the Act) was passed by the Victorian Parliament in mid-March, receiving royal assent on 24 March 2020. The new Act is being rolled out in four implementation stages, which are to be proclaimed between 6 April 2020 and July 2021.

With the implementation of the new Local Government Act 2020, the Audit and Risk Committee charter was revised and adopted by Council at the 28 July 2020 Council meeting to include the specific sections of the Act. The revised Charter included aligning the annual plan of activities presented to the Audit and Risk Committee which now includes an annual review of the Internal Audit Charter.

COMMITTEE RESOLUTION

Moved: Mr Andrew Pearce

Seconded: Cr Helena Kirby

That the Audit and Risk Committee receive and note the internal audit charter as part of the annual review requirements of the Audit and Risk Committee Charter.

CARRIED

4.24 AUDIT AND RISK COMMITTEE CHARTER REVIEW

EXECUTIVE SUMMARY

In accordance with section 12 of the Audit and Risk Committee charter, it states that *'This Charter will be reviewed by the Committee on an annual basis, and the Committee will provide a report to the Council recommending that the Council approve the Charter.'*

The new Local Government Act 2020 (the Act) was passed by the Victorian Parliament in mid-March, receiving royal assent on 24 March 2020. The new Act is being rolled out in four implementation stages, which are to be proclaimed between 6 April 2020 and July 2021.

In order to achieve compliance with Stage 2 implementation of the phased introduction of the new Local Government Act 2020, the Audit and Risk Committee Charter was required to be adopted by Council no later than 1 September 2020.

The revised Audit and Risk Committee Charter as presented in Attachment 1 was circulated to the Audit and Risk Committee (Committee) for feedback prior to it being presented to Council for adoption at its 28 July 2020 Council meeting.

Due to the charter being extensively reviewed as part of the Local Government Act, 2020, no further changes are being recommended with this review.

COMMITTEE RESOLUTION

Moved: Mr Joe Adamski

Seconded: Mr Phil Delahunty

That the Audit and Risk Committee:

1. Review the Audit and Risk Committee Charter in accordance with Section 12, Charter review.
2. Subject to any changes proposed, the Committee recommend that Council approve the Charter at the February 2021 Council meeting.

CARRIED

5 OTHER BUSINESS

Committee Member Phil Delahunty asked if there was reporting available on other compliance reviews outside VAGO and Internal audit reports.

Director O'Sullivan advised reports can be provided and a standing agenda item will be added to Senior Management Team meetings to flag if there is anything that requires further reporting. If any items are raised, they will be added to the next Audit and Risk Committee meeting agenda.

6 DATE OF NEXT MEETING

The Audit and Risk Committee meets every 3 months. The next meeting will be held on 11 May 2021.

7 CLOSE OF MEETING

The Meeting closed at 10.17am.

The minutes of this meeting were confirmed at the Audit and Risk Committee Meeting held on 11 May 2021.

.....
CHAIRPERSON