



RISK MANAGEMENT & AUDIT COMMITTEE

MINUTES

LITCHFIELD COUNCIL COMMITTEE MEETING

Council Chambers, Litchfield

Wednesday, 26 October 2022 at 10:04am

Present	Garry Lambert Cr Mathew Salter Cr Mark Sidey	Chairperson (Electronic Attendance) Committee Member Committee Member
Staff	Stephen Hoyne Nicky McMaster Maxie Smith Rebecca Taylor Yvette Chambers	Chief Executive Officer General Manager Community and Lifestyle A/General Manager Business Excellence A/Manager People & Performance Executive Support
Presenters	Luke Snowdon Cy Balmes	KPMG Australia – Partner KPMG Australia – Manager

1. OPENING OF THE MEETING

The Chairperson, Garry Lambert opened the meeting at 10:04am

2. APOLOGIES AND LEAVE OF ABSENCE

Ex-Officio Mayor Doug Barden was noted as an apology.

3. DISCLOSURES OF INTEREST

No disclosures of interest were declared.

4. CONFIRMATION OF MINUTES

Moved: Cr Salter
Seconded: Cr Sidey

THAT the minutes of the Open and Confidential Risk Management and Audit Committee meeting held 31 August 2022 be confirmed.

CARRIED (3-0)

5. BUSINESS ARISING FROM THE MINUTES

Moved: Cr Sidey
Seconded: Cr Salter

That the Risk Management & Audit Committee note and receive the Action Sheet.

6. PRESENTATIONS

The Chair noted that the presentation would be conducted at 8. Officer Reports.

7. ACCEPTING OR DECLINING LATE ITEMS

Nil.

8. OFFICERS REPORTS

Luke Snowden and Cy Balmes from KPMG joined the meeting at 10:09am

Auditors from KPMG attended the meeting(electronically) to discuss to the Litchfield Council Annual Financial Statements, Summary of Financials 2021-2022 and DRAFT Closing Audit Report 2021-2022.

Luke Snowdon from KPMG provided an overview of the audit process for the Draft Litchfield Council Annual Financial Statements and Summary of Financials 2021-2022.

Councillor Sidey indicated that he had a question for the Auditors related to the Draft Closing Audit Report 2021 – 2022, for discussion in the Confidential Risk Management and Audit Committee (RMAC) agenda.

PROCEDURAL CHANGE

Chair requested Items 10.01 Cyber Security Update and 10.02 DRAFT Closing Audit Report 2021-2022 be brought forward.

10. CONFIDENTIAL ITEMS

Moved: Cr Salter
Seconded: Cr Sidey

THAT pursuant to Section 93(2) of the *Local Government Act 2019* and Regulation 51(1) of the *Local Government (General) Regulations* the meeting be closed to the public to consider the following Confidential Items:

10.1 Cyber Security Update

Regulation 51(1) For section 293(1) of the Act, the following information is prescribed as confidential:

(c) (iii) prejudice the security of the council, its members or staff.

CARRIED (3-0)

10.2 DRAFT Closing Audit Report 2021-2022

Regulation 51(1) For section 293(1) of the Act, the following information is prescribed as confidential:

(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

CARRIED (3-0)

The meeting was closed to the public at 10:21am.

Luke Snowden and Cy Balmes from KPMG left the meeting at 10:58am

Moved: Cr Salter
Seconded: Cr Sidey

THAT pursuant to Section 93(2) of the *Local Government Act 2019* and Regulation 51(1) of the *Local Government (General) Regulations* the meeting be re-opened to the public.

The meeting was moved to Open Session at 11:09am.

8. OFFICERS REPORTS CONTINUED.

8.1 Annual 2021/2022 Financial Statements

Moved: Cr Salter
Seconded: Cr Sidey

THAT the Risk Management and Audit Committee confirms:

1. the draft Litchfield Council 2021-22 General Purpose Financial Statements are suitable for certification by the Chief Executive Officer for inclusion in the Annual Report and presented to Council;
2. the draft Thorak Regional Cemetery Special Purpose Financial Statements 2021-22 are suitable for certification by the Chief Executive Officer for inclusion in the Annual Report and presented to Council; and
3. the Summary of Financials are suitable for inclusion in the Annual Report and presented to Council.

CARRIED (3-0)

8.2 Audit Committee Performance Assessment

Moved: Cr Salter

Seconded: Cr Sidey

THAT Risk Management and Audit Committee receive and note the results of the self-assessed performance review of the committee, as at Attachment A Summary of Self-Assessed Performance Review.

CARRIED (3-0)

8.3 Local Governance Compliance Review

Moved: Cr Sidey

Seconded: Cr Salter

THAT the Risk Management and Audit Committee receive and note correspondence from the Department of Chief Minister and Cabinet dated 12 September 2022, as at Attachment A being the Letter of Notification – Compliance Review.

CARRIED (3-0)

12. OTHER BUSINESS

Councillor Sidey sought clarification on the methodology that was utilised to calculate the termination benefits of the former CEO. General Manager Business Excellence took the question on notice for a detailed response to be reported back to the next RMAC meeting.

Councillor Sidey and Councillor Salter thanked Garry Lambert for his invaluable guidance and input as the Independent Chair of the Litchfield Council Risk Management and Audit Committee and wished him well for his future endeavours. Mr Lambert thanked the Committee and Council staff for their work and noted that he had enjoyed his role as Chair.

13. CLOSE OF MEETING

The Chair closed the meeting at 11:18am.

14. NEXT COMMITTEE MEETING

Wednesday 22 February 2023

MINUTES TO BE CONFIRMED

Wednesday 22 February 2023

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unconfirmed