

Subject to Confirmation

Minutes of the meeting of the Audit Committee held in the Irish Harp Meeting Room on Monday, 13 July 2020 at 6:00pm

Present:

Chairperson: C Garrett
Committee: D O'Loughlin, P Fairlie-Jones, S Rypp, P Scargill

Staff in attendance:

| | |
|---------------------------------------|------------|
| Director Corporate Services: | G Moon |
| Manager Financial Services: | C Birch |
| Manager Risk & WHS: | V DiMaria |
| Director Infrastructure & Environment | S Bradley |
| Minute Secretary: | C Holliday |

Item 1: On Leave

Nil.

Item 2: Apologies

N McBride – Chief Executive Officer.

Item 3: Confirmation of Minutes

P Scargill moved P Fairlie-Jones seconded

- (1) The Minutes of the Audit Committee Meeting held on Monday 27 April 2020, as circulated, be taken as read and taken as a true record.

Carried AC13/2020

Item 4: Chairpersons Report

Nil.

Item 5: Questions with Notice

Nil.

Item 6: Reports for Decision

Nil.

Subject to Confirmation

Item 7: Reports for Information

Item 7.1: Asset Management Plan Progress Report

P Fairlie-Jones moved P Scargill seconded

- (1) That the Audit Committee having considered Item 7.1 Asset Management Plan Progress Report receive and note the report.

Carried AC14/2020

Item 7.2: Annual Business Plan 2020-2021 Risk Analysis

P Scargill moved P Fairlie-Jones seconded

- (1) The Audit Committee having considered Item 7.2 Annual Business Plan 2020-2021, receives and notes the report.

Carried AC15/2020

Item 7.3: Third Budget Review (2019/20)

S Rypp moved P Scargill seconded

- (1) The Audit Committee having considered Item 7.3 Third Budget Review 2019-2020, as being carried out in accordance with the Budget.

Carried AC16/2020

Item 7.4: Procurement Dispensation Register (data to the previous end of month) – including >\$100k

P Fairlie-Jones moved S Rypp seconded

- (1) The Audit Committee having considered Item 7.4 Dispensation Register 1 April to 30 June 2020, receives and notes the report.
- (2) That the Audit Committee requests that additional information is provided which states the reason for non-compliance against the procurement policy and protocols.

Carried AC17/2020

Item 7.5: Risk WHS & Audit Work Plan

P Scargill moved D O'Loughlin seconded

- (1) That the Audit Committee having considered Item 7.5 Risk, WHS, and Audit Work Plan Report, receives and notes the report.

Carried AC18/2020

Subject to Confirmation

Item 7.6: External Risk/WHS Evaluation Report

P Scargill moved P Fairlie-Jones seconded

- (1) The Audit Committee having considered Item 7.6 2019 External Risk and WHS Evaluation Report, receives and notes the report.

Carried AC19/2020

Item 7.7: Business Continuity and Pandemic Action Plans – COVID-19

S Rypp moved P Fairlie-Jones seconded

- (1) The Audit Committee, having considered Item 7.7 Business Continuity and Pandemic Action Plans – COVID-19, receives and notes the report.

Carried AC20/2020

Item 7.8: Internal Audit Function – Renewed Plan 2020-2022

D O'Loughlin moved P Fairlie-Jones seconded

- (1) The Audit Committee having considered Item 7.8 Internal Audit Function – Renewed Plan 2020-2022 receives, and notes the report.
- (2) The Audit Committee notes the Internal Audit function will be renewed, with a new Plan to be developed, following the appointment of an external provider, for commencement in the 2020/2021 financial period.
- (3) The Audit Committee recommended that Cyber Security Risks be included, such as terminating staff.

Carried AC21/2020

Item 8: Confidential Items

Nil.

Item 9: Meeting Closure

The meeting closed at 7.06pm.

.....
Corrine Garrett
Chairperson