



14.4 **OUTCOMES OF THE AUDIT AND RISK COMMITTEE
MEETING HELD 8 SEPTEMBER 2020**

EXECUTIVE MEMBER: **KYLIE BENNETTS, GENERAL MANAGER, CITY GROWTH AND ORGANISATIONAL CAPABILITY**

PREPARED BY: **JULIE SNOWDEN, COORDINATOR RISK AND ASSURANCE**

1. PURPOSE

- 1.1 To bring to the attention of the Council the matters addressed at the scheduled 8 September 2020 meeting.

2. RECOMMENDATION

That Council:

- 2.1 Notes the matters addressed at the 8 September 2020 meeting of the Audit and Risk Committee.

3. BACKGROUND

- 3.1 Council is required by the Local Government Act 2020 to establish and Audit and Risk Committee (the Committee) as an advisory committee of Council.
- 3.2 The Committee is governed by an Audit and Risk Committee Charter (the Charter), which sets out the Committee's objective, authority, composition and tenure, role and responsibilities and reporting and administrative arrangements.
- 3.3 The Charter requires the Committee to meet at least five (5) times per year and to regularly report to Council. The most recent scheduled meeting of the Committee was held on 8 September 2020.
- 3.4 Membership of the Audit and Risk Committee is made up of three external members, the Mayor and one other Councillor, with the role of the Chair being allocated to an external member (Mr Brian Densem).

4. KEY POINTS/ISSUES

- 4.1 Matters considered by the Committee at its 8 September 2020 meeting were:

4.1.1 Chief Executive Officer (CEO) Report

The Committee noted the overview from the CEO on key activities that have occurred since the last meeting, including an update on the organisation structure / operating model; environmental scanning work being undertaken in preparation for the new Council Plan; planning for summer taking into consideration any COVID implications; the Council Plan, Budget and Strategic Resource Plan, and the draft Report of Operations – Annual Report 2019/20.

They also noted the CEO Report issues 66, 67 and 68, which were received and noted by Council in June, July and August respectively.

4.1.2 Strategic Risk and Internal Audit (SRIA)

The Committee noted the regular SRIA update, including discussion on the South Melbourne Market Governance structure in order to comply with the Local Government Act, the work being undertaken to ensure compliance with



the Local Government Act generally, with mandatory training for Councillors being the next focus.

The Committee also noted the Internal Audit Recommendations Status Report.

4.1.3 Assurance Activities Update

The Committee discussed the audit findings from the following audits: Events and Festivals Management and Child Safe Standards #5 and noted the following reports: drafts scopes for the COVID Health Check and Freedom of Information audits, recent Issues Brief and the Audit Universe / Assurance Map.

4.1.4 External Audit

External Audit representatives from HLB Mann Judd discussed the performance statements and closure reports, commending the Chief Financial Officer and the finance team for their efforts, particularly in response to the challenging environment of being audited remotely.

The Committee noted the management representation letter and recommended the annual accounts and the performance statement for adoption by Council in principle with some minor amendments. The Committee also noted the review of Asset Revaluation and Depreciation Methods report.

4.1.5 Compliance Monitoring

The Committee noted the regular compliance update, the OHS biannual update and the vendor procurement compliance update.

4.1.6 Financial Monitoring

The Committee noted the Financial Sustainability standing report.

4.1.7 Supplementary Reports

The Committee noted the following additional reports: North St. Kilda Child Care Centre incident and an update on COVID Grants.

4.1.8 Audit and Risk Committee Annual Report

The Committee endorsed the draft Annual Report 2019/20 subject to some minor changes, for tabling with Council 16 September 2020.

4.1.9 Administrative Matters

The Chair thanked Mayor Voss and Councillor Gross for their Committee input over the journey with personal appreciation of the comradery and insight they've provided, particularly helping during the pre-meeting sessions

5. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

5.1 Our commitment to you through improving community engagement, advocacy, transparency and governance.

6. OFFICER DIRECT OR INDIRECT INTEREST

6.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.



MEETING OF THE PORT PHILLIP CITY COUNCIL
18 NOVEMBER 2020

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ATTACHMENTS Nil