

MINUTES OF MEETING



EXTRAORDINARY AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING

Venue	Conference Room, Station Street, Mullumbimby
Date	Thursday, 21 October 2021
Time	2.00pm

*I2021/1663
Distributed 14/10/21*

BYRON SHIRE COUNCIL

EXTRAORDINARY AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
MINUTES

21 OCTOBER 2021

Minutes of the Extraordinary Audit, Risk and Improvement Committee Meeting held on Thursday, 21 October 2021

File No: I2021/1663

PRESENT: Cr M Lyon, Cr B Cameron, Cr A Hunter

Staff: Mark Arnold (General Manager)
Vanessa Adams (Director Corporate and Community Services)
Esmeralda Davis (Acting Manager Corporate Services)
James Brickley (Manager Finance)
Alexandra Keen (Audit Risk & Improvement Coordinator)

Community: Michael Georghiou (Chairperson), Brian Wilkinson, Rae Wills

Other attendees: Jarrod Lean, Grant Thornton
Adam Kim, Grant Thornton
Gearoid Fitzgerald, NSW Audit Office
Adam Bradfield, Thomas Noble & Russell

Michael Georghiou (Chairperson) opened the meeting at 2.04pm and acknowledged that the meeting was being held on Bundjalung Country.

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

There were no declarations of interest.

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

Report No. 3.1 **Adoption of Minutes from Audit, Risk, and Improvement
Committee meeting of 19 August 2021**
File No: I2021/1452

Committee Recommendation:

That the minutes of the Audit, Risk and Improvement Committee Meeting held on 19 August 2021 be confirmed.

BYRON SHIRE COUNCIL

EXTRAORDINARY AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
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21 OCTOBER 2021

(Georghiou/Hunter)

The recommendation was put to the vote and declared carried.

Note: The minutes of the meeting held on 19 August 2021 were noted, and the Committee Recommendations adopted by Council, at the Ordinary Meeting held on 23 September 2021.

BUSINESS ARISING FROM PREVIOUS MINUTES

There was no business arising from previous minutes.

STAFF REPORTS - CORPORATE AND COMMUNITY SERVICES

Report No. 4.1 **Proposed ARIC Work Plan for 2022**
File No: I2021/1578

Committee Recommendation:

That the Audit, Risk and Improvement Committee approves the draft Audit Risk and Improvement Committee Work Plan for 2022 at Attachment 1 (E2021/120219).

(Georghiou/Wilkinson)

The recommendation was put to the vote and declared carried.

Report No. 4.2 **Office of Local Government - Risk Management and Internal
Audit for Local Councils in NSW: Guidelines**
File No: I2021/1451

Moved:

That the Audit, Risk and Improvement Committee approves:

- i) the drafting of a submission to the Office of the Local Government on the *Draft Risk Management and Internal Audit for Local Councils in NSW - Guidelines* on behalf of Byron Shire Council, based on the matters at Attachment 3 (E2021/115947) and any further submissions from Audit, Risk and Improvement Committee members prior to 4 November 2021.**
- ii) the consideration of the draft submission at the next Audit, Risk, and Improvement Committee meeting on 11 November 2021 prior to going to Council for endorsement on 25 November 2021.**

BYRON SHIRE COUNCIL

EXTRAORDINARY AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
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21 OCTOBER 2021

(Georghiou/Cameron)

Jarrod Lean left the meeting at 2.27pm.

Report No. 4.3 Draft 2020/2021 Financial Statements
File No: I2021/1642

Committee Recommendation:

That the Audit, Risk and Improvement Committee recommends to Council:

- 1. That Council adopts the Draft 2020/2021 Financial Statements incorporating the General Purpose Financial Statements (#E2021/127421) and Special Purpose Financial Statements (#E2021/127426).**
- 2. That Council approves the signing of the “Statement by Councillors and Management” in accordance with Section 413(2)(c) of the Local Government Act 1993 and Section 215 of the *Local Government (General) Regulation 2021* in relation to the 2020/2021 Draft Financial Statements.**
- 3. That the Audited Financial Statements and Auditors Report be presented to the public at the Ordinary Meeting of Council scheduled for 25 November 2021 in accordance with Section 418(1) of the *Local Government Act 1993*.**

(Georghiou/Wilkinson)

The recommendation was put to the vote and declared carried.

There being no further business the meeting concluded at 2.55pm.