

## DRAFT Audit, Risk and Improvement Committee Meeting Agenda Schedule 2022

(Note: 2022 does not include the usual March meeting)

Topic	Responsible Officer	Meeting 1 May	Meeting 2 August	Meeting 3 Extraordinary October	Meeting 4 November
<b>Compliance</b>					
Annual Legislative Compliance Status Report - Monitoring and Reporting	Governance and Internal Audit Coordinator		✓		
Policy Register	Governance and Internal Audit Coordinator				✓
<b>External Audit</b>					
External Audit Engagement Plan	Manager Finance	✓			
External Audit Activity Report	Manager Finance	✓	✓		✓
2021 End of Year Audit Management Letter	Manager Finance	✓			
<b>Fraud Control</b>					
Fraud and Corruption Control Update and issues arising	Legal Counsel	✓			
<b>Financial Management</b>					
2021-22 Financial Statements Council's annual financial statements and external audit report	Manager Finance			✓	
<b>Governance</b>					
Governance and Delegations Update	Governance and Internal Audit Coordinator				✓
<b>Implementation of strategic plan, delivery plan and strategies</b>					
Operational Plan Quarterly Report - Council's performance against delivery program and strategies	Corporate Planning and Improvement Coordinator	✓	✓		✓
Strategic Plan 6-monthly Update	Corporate Planning and Improvement Coordinator				✓

Topic	Responsible Officer	Meeting 1 May	Meeting 2 August	Meeting 3 Extraordinary October	Meeting 4 November
<b>Internal Audit</b>					
Quarterly Internal Audit Activity Update	Governance and Internal Audit Coordinator	✓	✓		✓
Internal Audit Plan 2022-23	Governance and Internal Audit Coordinator & Internal Auditors	✓			
<b>Performance</b>					
Annual Report presentation 2021-2022	Manager, Corporate Services & Corporate Planning and Improvement Coordinator				✓
ARIC Constitution Review (at commencement of new term)	Governance and Internal Audit Coordinator	✓			
ARIC Self-assessment	ARIC				✓
ARIC Agenda Schedule Setting	ARIC	✓ 2022			✓
<b>Risk Management</b>					
Cyber-Security and System Outages Quarterly Update	Manager Business Systems and Technology	✓	✓		✓
2022 Business Continuity Plan Review	Strategic Risk and Business Continuity Coordinator		✓		
Quarterly Risk Report	Strategic Risk and Business Continuity Coordinator	✓	✓		✓
Emerging risks, major projects, and upcoming significant work programs - Divisional Updates by Directors	Directors		✓		✓
<b>Service Reviews</b>					
Service Reviews - As required	Relevant Manager				