

# Minutes of Meeting

## Audit, Risk and Improvement Committee Meeting

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| Venue | Conference Room, Station Street, Mullumbimby |
| Date  | Thursday, 19 October 2023                    |
| Time  | 2.00pm                                       |



**BYRON**  
SHIRE  
COUNCIL



## BYRON SHIRE COUNCIL

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 19 OCTOBER 2023

### Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday, 19 October 2023

File No: I2023/1589

#### PRESENT:

|                      |   |              |
|----------------------|---|--------------|
| Councillors:         | Cr M Swivel   | Present      |
|                      | Cr A Hunter   | Present      |
| Independent Members: | Patrick Grier (Chairperson)                                 | Present      |
|                      | Michael Georghiou (Audio-visual)                            | Audio-Visual |
|                      | Bernard Grinberg  | Present      |
| Staff:               | Mark Arnold (General Manager)                               |              |
|                      | Esmeralda Davis (Director Corporate and Community Services) |              |
|                      | Heather Sills (Manager Corporate Services)                  |              |
|                      | James Brickley (Manager Finance)                            |              |
|                      | Mila Jones (Governance and Internal Audit Coordinator)      |              |
|                      | Storm Townsend (Minute taker)                               |              |
| Other Attendees:     | Adam Bradfield (Thomas, Noble and Russell)                  |              |
|                      | Gearoid Fitzgerald (NSW Audit Office) (Audio-visual)        |              |

*Patrick Grier (Chair) opened the meeting at 2:02pm and acknowledged that the meeting was being held on Bundjalung Country.*

#### ATTENDANCE VIA AUDIO-VISUAL LINK:

Michael Georghiou and Gearoid Fitzgerald attended via audio-visual link.

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AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 19 OCTOBER 2023

### APOLOGIES:

There were no apologies.

### DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

There were no declarations of interest.

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### ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

**Report No. 3.1      Minutes of the Audit, Risk and Improvement Committee Meeting held 17 August 2023**

**File No:**                    I2023/1276

#### Committee Recommendation:

**That the minutes of the Audit, Risk and Improvement Committee Meeting held on 17 August 2023 be confirmed.** (Hunter/Swivel)

*The recommendation was put to the vote and declared carried.*

*Note: The minutes of the meeting held on 17 August 2023 were noted, and the Committee Recommendations adopted by Council, at the Ordinary Meeting held on 28 September 2023.*

### BUSINESS ARISING FROM PREVIOUS MINUTES

There was no business arising from previous minutes.

### ORDER OF BUSINESS

The order of business was changed to deal with Reports 4.2 then 4.1 next on the Agenda.

## BYRON SHIRE COUNCIL

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 19 OCTOBER 2023

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### STAFF REPORTS - CORPORATE AND COMMUNITY SERVICES

**Report No. 4.2**      **Draft 2022/2023 Financial Statements**  
**File No:**            I2023/1574

**Committee Recommendation:**

1. That the Audit, Risk and Improvement Committee notes the Audit Engagement Closing Report for the year ended 30 June 2023 provided by the Audit Office of NSW.
2. That the Audit, Risk and Improvement Committee recommends to Council:
  - (a) That Council adopts the Draft 2022/2023 Financial Statements incorporating the General Purpose Financial Statements (#E2023/106411) and Special Purpose Financial Statements (#E2023/106410).
  - (b) 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 2022/2023 Draft Financial Statements.
  - (c) That the Audited Financial Statements and Auditors Report be presented to the public at the Ordinary Meeting of Council scheduled for 23 November 2023 in accordance with Section 418(1) of the Local Government Act 1993.

(Swivel/Georghiou)

*Gearoid Fitzgerald arrived and attended the meeting via audio-visual link at 2:30pm.  
Adam Bradfield left the meeting at 2:33pm and did not return.  
Gearoid Fitzgerald left the meeting at 2:34pm and did not return.*

*The recommendation (Swivel/Georghiou) was put to the vote and declared carried.*

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**Report No. 4.1**      **Annual Report 2022/23**  
**File No:**            I2023/1548

**Committee Recommendation:**

That the Audit, Risk and Improvement Committee notes the Annual Report 2022/23 at Attachment 1 (#E2023/84193) to this report, and its submission to the Minister for Local Government. (Swivel/Hunter)

*The recommendation was put to the vote and declared carried.*

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*There being no further business the meeting concluded at 3:34pm.*

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