

Audit, Risk and Improvement Committee Meeting Agenda Schedule 2024

The schedule has been prepared to support ARIC in fulfilling the following responsibilities as set out in the ARIC Constitution.

Topic	Responsible Officer	Meeting 1 February	Meeting 2 May	Meeting 3 August	Meeting 4 Extraordinary October	Meeting 5 November
5.1 Compliance						
Annual Legislative Compliance Status Report - Monitoring and Reporting	Governance and Internal Audit Coordinator					✓
Policy Register	Governance and Internal Audit Coordinator			✓		
5.2 Risk Management						
Cyber-Security and System Outages Quarterly Update	Manager Business Systems and Technology	✓	✓	✓		✓
2024 Business Continuity Plan Review	Strategic Risk and Business Continuity Coordinator					✓
Risk Report	Strategic Risk and Business Continuity Coordinator	✓	✓	✓		✓
5.3 Fraud Control						
Fraud and Corruption Control Update and issues arising	Legal Counsel		✓			
5.4 Financial Management						
2023-24 Financial Statements Council's annual financial statements and external audit report	Manager Finance				✓	
5.5 Governance						
Governance and Delegations Update	Governance and Internal Audit Coordinator					✓
5.6 Implementation of strategic plan, delivery plan and strategies						
Operational Plan Quarterly Report	Manager Corporate Services, Corporate Planning & Improvement Coordinator	✓	✓	✓		✓
Delivery Program 6-monthly Update (combined report with OP above)						
Annual Report presentation 2023-2024					✓	

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5.7 Service Reviews						
Service Review Framework	Relevant Manager	✓				
5.8 Performance						
Outcomes Measurement Framework (combined report with OP/DP above)	Manager Corporate Services	✓		✓		
ARIC Constitution Review	Governance and Internal Audit Coordinator			✓		
ARIC Self-assessment	ARIC					✓
ARIC Agenda Schedule Setting	ARIC					✓
5.9 Internal Audit						
Quarterly Internal Audit Activity Update	Governance and Internal Audit Coordinator	✓	✓	✓		✓
Internal Audit Plan 2024-2025	Governance and Internal Audit Coordinator & Internal Auditors	✓				
5.10 External Audit						
External Audit Engagement Plan	Manager Finance	✓				
External Audit Activity Report	Manager Finance	✓	✓	✓		✓
2023 End of Year Audit Management Letter	Manager Finance	✓				
Number of Reports per Meeting		10	6	8	2	10