

Audit, Risk and Improvement Committee Meeting Agenda Schedule 2023

Topic	Responsible Officer	Meeting 1 February	Meeting 2 May	Meeting 3 August	Meeting 4 Extraordinary October	Meeting 5 November
Compliance						
Annual Legislative Compliance Status Report - Monitoring and Reporting	Governance and Internal Audit Coordinator					✓
Policy Register	Governance and Internal Audit Coordinator			✓		
External Audit						
External Audit Engagement Plan	Manager Finance	✓				
External Audit Activity Report	Manager Finance	✓	✓	✓		✓
2022 End of Year Audit Management Letter	Manager Finance	✓				
Fraud Control						
Fraud and Corruption Control Update and issues arising	Legal Counsel		✓			
Financial Management						
2022-23 Financial Statements Council's annual financial statements and external audit report	Manager Finance				✓	
Governance						
Governance and Delegations Update	Governance and Internal Audit Coordinator					✓
Implementation of strategic plan, delivery plan and strategies						
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 February	Meeting 2 May	Meeting 3 August	Meeting 4 Extraordinary October	Meeting 5 November
Internal Audit						
Quarterly Internal Audit Activity Update	Governance and Internal Audit Coordinator	✓	✓	✓		✓
Internal Audit Plan 2023-2024	Governance and Internal Audit Coordinator & Internal Auditors	✓				
Performance						
Annual Report presentation 2022-2023	Manager, Corporate Services & Corporate Planning and Improvement Coordinator					✓
ARIC Constitution Review	Governance and Internal Audit Coordinator			✓		
ARIC Self-assessment	ARIC					✓
ARIC Agenda Schedule Setting	ARIC					✓
Risk Management						
Cyber-Security and System Outages Quarterly Update	Manager Business Systems and Technology	✓	✓	✓		✓
2023 Business Continuity Plan Review	Strategic Risk and Business Continuity Coordinator					✓
Risk Report	Strategic Risk and Business Continuity Coordinator		✓	✓		✓
Service Reviews						
Service Reviews - As required	Relevant Manager					