DRAFT Audit, Risk, and Improvement Committee Meeting Schedule 2022 (to be confirmed following the first Council meeting on 20 January 2022)

Topic	Responsible Officer	Meeting 1 March	Meeting 2 May	Meeting 3 August	Meeting 4 Extraordinary October	Meeting 5 November
Compliance						
Annual Legislative Compliance Status Report - Monitoring and Reporting	Governance Coordinator			✓		
Policy Register	Governance Coordinator			✓		
External Audit						
External Audit Engagement Plan	Manager Finance	✓				
External Audit Activity Report	Manager Finance	✓	✓	✓		✓
2021 End of Year Audit Management Letter	Manager Finance	✓				
Fraud Control						
Fraud and Corruption Control Update and issues arising	Legal Counsel		✓			
Financial Management						
2021-22 Financial Statements Council's annual financial statements and external audit report	Manager Finance				✓	
Governance						
Governance and Delegations Update	Governance 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	✓	✓	✓		✓

Item	Responsible					
Strategic Plan 6-monthly Update	Corporate Planning and Improvement Coordinator		✓			✓
Internal Audit						
Quarterly Internal Audit Activity Update	Audit, Risk, and Improvement Coordinator	✓	✓	✓		✓
Internal Audit Plan 2022-23	Audit, Risk, and Improvement Coordinator & Internal Auditors			✓		
Performance						
Annual Report presentation	Manager, Corporate Services & Corporate Planning and Improvement Coordinator	✓				✓
ARIC Constitution Review	Audit, Risk, and Improvement Coordinator	✓				
ARIC Self-assessment	ARIC					✓
ARIC Work Plan Setting	ARIC					✓
Risk Management						
Cyber-Security and System Outages Quarterly Update	Manager Business Systems and Technology	✓	✓	✓		✓
2022 Business Continuity Plan Review	Audit, Risk, and Improvement Coordinator	✓				
Quarterly Risk Report	Audit, Risk, and Improvement Coordinator	✓	✓	✓		✓

				✓			✓
Emerging risks, major projects, and upcoming significant work programs - Divisional Updates by Directors	Executive Directors			✓			✓
Service Reviews							
Service Reviews - As required	Relevant Manager						