

## **Minutes of Audit and Risk Committee Meeting**

**Held on**

**Monday 7 November 2022 at 5.30pm**

**Held at Council Chamber, 83 Mandurah Terrace, Mandurah**

**PRESENT:**

COUNCILLOR	P ROGERS [Chairperson]	TOWN WARD
COUNCILLOR	R BURNS	TOWN WARD
COUNCILLOR	J GREEN	COASTAL WARD
COUNCILLOR	C KNIGHT [Deputy Mayor]	NORTH WARD
COUNCILLOR	A ZILANI	NORTH WARD
MR	W TICEHURST	INDEPENDENT MEMBER
COUNCILLOR	D WILKINS	EAST WARD (Deputising for Mayor R Williams)

**GUESTS:**

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MS	C MIHOVILOVICH	DIRECTOR BUSINESS SERVICES
MR	M HALL	DIRECTOR BUILT AND NATURAL ENVIRONMENT
MS	J THOMAS	DIRECTOR PLACE AND COMMUNITY
MR	J CAMPBELL-SLOAN	DIRECTOR STRATEGY AND ECONOMIC DEVELOPMENT
MRS	T JONES	EXECUTIVE MANAGER GOVERNANCE SERVICES
MRS	A DENBOER	ACTING MINUTE OFFICER

**1. OPENING OF MEETING**

The Chairperson declared the meeting open at 5.30pm.

**2. APOLOGIES**

Leave of Absence  
Councillor D Pember

Apologies  
Mayor R Williams  
Councillor A Kearns

**3. IMPORTANT NOTE**

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the City of Mandurah unless specific delegation of authority has been granted by Council.

No person should rely on or act on the basis of any advice or information provided by a Member or officer, or on the content of any discussion occurring, during the course of the meeting. The City of Mandurah expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or officer, or the content of any discussion occurring, during the course of the Committee meeting.

**4. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil.

**5. PUBLIC QUESTION TIME**

Nil.

**6. PRESENTATIONS**

Nil.

**7. DEPUTATIONS**

Nil.

**8. CONFIRMATION OF MINUTES**

AR.1/11/22      **CONFIRMATION OF MINUTES MONDAY 5 SEPTEMBER 2022**

**MOTION**  
**Moved:**            **Councillor A Zilani**

**Seconded: Councillor J Green**

**That the Minutes of the Audit and Risk Committee meeting of Monday 5 September 2022 be confirmed.**

CARRIED: 7/0

**9. DECLARATIONS OF INTERESTS**

Nil.

**10. QUESTIONS FROM COMMITTEE MEMBERS**

Questions of Which Due Notice Has Been Given

Nil.

Questions of Which Notice Has Not Been Given

Nil.

**11. BUSINESS LEFT OVER FROM PREVIOUS MEETING**

Nil.

**12. REPORTS FROM OFFICERS**

See item 14.

**13. LATE AND URGENT BUSINESS ITEMS**

Nil.

**14. CONFIDENTIAL ITEMS**

**AR.2/11/22 CLOSE DOORS**

**MOTION**

**Moved: Councillor D Wilkins**

**Seconded: Councillor R Burns**

**That the meeting proceeds with closed doors at 5.33pm in accordance with Section 5.23(2)(h) of the *Local Government Act 1995*, to allow for the confidential discussion of an item.**

CARRIED: 7/0

*Members of the media, non-senior employees and persons in the gallery left the meeting at this point. The Minute Officer and Executive Manager of Governance Services remained with Senior Officers.*

THE MEETING PROCEEDED WITH CLOSED DOORS AT 5.33PM

**AR.3/11/22      CONFIDENTIAL ITEM: STRATEGIC INTERNAL AUDIT MONITORING REPORT (REPORT 1)**

Confidential discussion ensued regarding this issue.

Officer Recommendation

That the Audit and Risk Committee notes the Strategic Internal Audit Plan Monitoring Report as detailed in Confidential Attachment 1.1.

Committee Recommendation

**MOTION**

**Moved:**            Councillor C Knight

**Seconded:**       Councillor A Zilani

**That the Audit and Risk Committee notes the Strategic Internal Audit Plan Monitoring Report as detailed in Confidential Attachment 1.1.**

CARRIED:    7/0

**AR.4/11/22      CONFIDENTIAL ITEM: CONTRACT MANAGEMENT INTERNAL AUDIT (REPORT 2)**

Confidential discussion ensued regarding this issue.

Officer Recommendation

That the Audit and Risk Committee recommend that Council:

1.    Receive the Auditor's Contract Management Report as detailed in Confidential Attachment 2.1.
2.    Notes the improvement actions to be undertaken as detailed in Confidential Attachments 2.2.

*Councillor D Wilkins left the meeting at 6.48pm*

Committee Recommendation

**MOTION**

**Moved:** Councillor J Green  
**Seconded:** Councillor P Rogers

**That the Audit and Risk Committee recommend that Council:**

1. **Receive the Auditor's Contract Management Report as detailed in Confidential Attachment 2.1.**
2. **Notes the improvement actions to be undertaken as detailed in Confidential Attachments 2.2.**

CARRIED: 6/0

**AR.5/11/22 CONFIDENTIAL ITEM: STRATEGIC RISK UPDATE REPORT (REPORT 3)**

Confidential discussion ensued regarding this issue.

Officer Recommendation

That the Audit and Risk Committee note Quarter Three - Strategic Risk Update Report as per *Confidential Attachment 3.1*

Committee Recommendation

**MOTION**

**Moved:** Councillor C Knight  
**Seconded:** Councillor P Rogers

**That the Audit and Risk Committee note Quarter Three - Strategic Risk Update Report as per *Confidential Attachment 3.1***

CARRIED: 6/0

**AR.6/11/22 OPEN DOORS**

**MOTION**

**Moved:** Councillor R Burns  
**Seconded:** Councillor C Knight

**That the meeting proceeds with open doors.**

CARRIED: 6/0

THE MEETING PROCEEDED WITH OPEN DOORS AT 7.46PM

**AR.7/11/22 ENDORSE RESOLUTIONS**

**MOTION**

**Moved: Councillor A Zilani**

**Seconded: Mr W Ticehurst**

**That Council endorses the resolutions taken with closed doors.**

CARRIED: 6/0

**15. CLOSE OF MEETING**

There being no further business, the Chairperson declared the meeting closed at 7.46pm.

CONFIRMED: .....[CHAIRMAN]

**Attachments to Committee Minutes: Audit and Risk Agenda 7 November 2022**

CONFIRMED