



**MINUTES OF THE AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD IN  
THE TIWI LAND COUNCIL BOARDROOM ON FRIDAY, 25 OCTOBER 2019 AT  
10:00AM**

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**1 WELCOME & APOLOGIES**

**1.1 Welcome**

The meeting opened at 10:15am

**1.2 Present**

**Chairperson:** Brendan Dowd

**Committee Members:** Sandra Cannon, Mayor Leslie Tungutalum, Councillor Theresa Bourke and Deputy Lynette DeSantis (via teleconference link-up)

**Officers:** Valerie Rowland (CEO), Shane Whitten (CFO), Bala Donepudi (Finance Manager) and Claire Scrymgour (Acting Governance and Compliance)

**Visitors:** David Howie (KPMG), MunLi Chee (Merit Partners) and Adam White (Merit Partners)

**1.3 Apologies**

Nil

**1.4 Leave of Absence**

Nil

**1.5 Declaration of Interest of Members or Staff**

**2 CONFIRMATION OF PREVIOUS MINUTES**

***Audit and Risk Management Committee - 3 June 2019***

**1 RESOLUTION**

*Moved: Sandra Cannon*

*Seconded: Therese (Wokay) Bourke*

That the minutes of the Audit and Risk Management Committee on 3 June 2019 as circulated, be confirmed as a true and correct record of that meeting.

**CARRIED**

***Confidential Audit and Risk Management Committee - 3 June 2019***

**RECOMMENDATION**

That the minutes of the Confidential Audit and Risk Management Committee on 3 June 2019 as circulated, be confirmed as a true and correct record of that meeting.

### 3 GENERAL BUSINESS

#### 3.1 BUSINESS ARISING FROM PREVIOUS MINUTES

##### 2 RESOLUTION

Moved: *Therese (Wokay) Bourke*

Seconded: *Sandra Cannon*

##### That Action item/s:

1. Governance to include Item 3.1 Terms of Reference, to next Committee meeting being held February 2020
2. Governance to include Item 3.2 ARMC Assessment Survey Summary, to next Committee meeting being held February 2020

**CARRIED**

#### 3.2 STRATEGIC RISK PROFILE 2018/19

##### RECOMMENDATION:

##### That the Committee:

1. Notes the Risk Profile Briefing Pack (Attachment 1)

##### Action item/s:

1. CEO to organise date and time for Strategic workshop for Council and Senior Management Staff, to include Chairperson of ARMC Brendan Dowd

#### 3.3 - 3.5 ITEMS MOVED TO CONFIDENTIAL

##### 3 RESOLUTION

Moved: *Leslie Tungatum*

Seconded: *Therese (Wokay) Bourke*

**The Committee move Items as listed to Confidential as per section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) regulations 2008:**

- Item 3.3 - Annual Report and Draft Audited Financial Statements
- Item 3.4 - Auditor Management Response Letter
- Item 3.5 - Auditors Report

**CARRIED**

#### 4 REPORTS FOR INFORMATION

Nil

#### 5 NEXT MEETING

TBC February 2020

## **6 CLOSURES**

Break was called from 10:40am – 10:52am

Meeting closed for confidential 11:30am – 11:52am

The ARMC meeting closed at 12:30pm