

Audit Risk and Improvement Committee

Meeting Agenda

4 December 2019

Location:	Level 2 Committee Room Wyong Administration Building 2 Hely Street, Wyong	Date:	Wednesday 4 December 2019
		Time:	2 pm

ITEM		PAGE	RESPONSIBLE OFFICER
1	Introduction		
1.1	Welcome, Acknowledgement of Country & Apologies	-	Colin Gellatly
1.2	Disclosures of Interest	5	Colin Gellatly
1.3	Confirmation of Previous ARIC Meeting Minutes	7	Colin Gellatly
1.4	Outstanding Action Items	18	Colin Gellatly
2	Internal Audit		
2.1	Co-source Partner Presentation	Verbal Update	Penny Corkill (Centium)
2.2	CIA Quarterly Progress Report	23	Chief Internal Auditor
2.3	Implementation of Management Actions arising from IA Reviews	28	Chief Internal Auditor
2.4	Internal Audit Four Year Audit Schedule and Work Programme	50	Chief Internal Auditor
3	External Audit		
3.1	Performance Audit – Governance and Internal Controls over Local Infrastructure Contributions	64	Unit Manager Strategic Planning
4	Risk Management		
4.1	Risk Management Framework and Risk Register	67	Director Governance
4.2	Report on Combustible Cladding	71	Director Environment and Planning
5	Improvements		
5.1	Dashboard – Collection of Performance Measurement Data by the Council	74	Director Governance
6	Governance		
6.1	Update on “Best Practice” Process	Included in Item 6.5	Internal Ombudsman

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6.2	ICAC/Code of Conduct	Verbal Update	Internal Ombudsman
6.3	Update on Legal Matters	Confidential Report	General Counsel
6.4	Revised Charter for Audit, Risk and Improvement Committee	84	Director Governance
6.5	Integrity and Ethical Standards Unit Update	110	Director Governance
6.6	Business Continuity Management Update	130	Director Governance
6.7	Data Breach Reporting and Disaster Recovery Plan and Testing	134	Director Governance Unit Manager IMT Assure
7	IM&T		
7.1	IM&T Report	Verbal Update	Unit Manager IMT Assure
7.2	Feedback on Management Actions identified in the ITGC Management Letter	Verbal Update	Unit Manager IMT Assure
8	Connected Communities		
8.1	Complaints and Compliments Report Q1 2019/20	148	Director Connected Communities
8.2	Customer Experience Survey Results	156	Director Connected Communities
9	Finance		
9.1	Policy for Investment Management	164	Chief Financial Officer
9.2	Update on Financial Audit	Verbal Update	Chief Financial Officer
10	General Business		
10.1	Setting of Meeting Dates for 2020	167	Colin Gellatly
11	Next Meeting		
Close			Colin Gellatly