

AUDIT AND RISK COMMITTEE – WORK PLAN 2023-24



Action	Link to TOR	Q3 1 March 23 Council 14 March 23	Q4 3 May 23 Council 8 May 23	Q1 2 Aug 23 Council 14 Aug 23	Special 27 Sep 23 Council 9 Oct 23	Q2 29 Nov 23 Council 11 Dec 23	Q3 6 March 24 Council 12 March 24	Q4 1 May 24 Council 13 May 24	Responsible Officer
AUDIT AND RISK COMMITTEE PERFORMANCE									
Annual Report from Presiding Member • Presiding Member – Deputation to Council					x		x		CEO
Audit and Risk Committee Self-Assessment							x		CEO
Meeting Dates						x		x	
Review of Annual Work Plan		x				x		x	CEO
Review of Terms of Reference (even years)		x				x			CEO
Training and Development Plan		x					x		CEO
EXTERNAL AUDIT	11								
External Audit Interim Management Letter	S126(4)(a)			x					GMCS
Annual Financial Statements	S126(4)(a)				x				GMCS
Confidential Meeting with Auditors					x				GMCS
Matters arising from External Audit							x		GMCS
End of Financial year Audit Approach & Reporting Timetable			x					x	GMCS
Internal Controls	9.3.1	x					x		GMCS
FINANCIAL REPORTING	9								
Review of LTFP		x			x		x		GMCS
Review of Budget		x		x		x	x		GMCS
Review of ABP	S126(4)(ab)	x	x				x	x	GMCS

Membership: Chair appointed by Council (12/3/19 item 54.1 – 4 year term April 2019 to March 2023) - Peter Brass - review underway
 Elected Member Representatives Appointed by Council (19/11/18 item 200.9 for Council term to November 2026) – Cr Fred Toogood, Cr Andrew Baltensperger
 Independent Members Appointed by Council (8/10/21- 4 year term November 2021 to October 2025) – Paul Lamberts; Luke Williams
 Endorsed: Audit and Risk Committee – 29 November 2023/Council – 11 December 2023/Doc ID 1517462

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INTERNAL AUDIT	10								
Confidential meeting with Internal Auditors	S126(4)(b)				x				GMCS
Internal Audit Action Plan Update	S126(4)(c)	x (high level summary)	x	x (high level summary)		x			GMCS
Strategic Internal Audit Plan	S126(4)(C)					x			GMCS
Review of Strategic Risk Register						x			
RISK MANAGEMENT SYSTEMS	9.2								
Emergency Management ➤ Business Continuity Plan			x						GMIE
GOOD PUBLIC ADMINISTRATION FRAMEWORK	9.3								
Public Interest Disclosure Requirement (once in a Council term; incorporates LG Reform changes)				x					CEO
Complaint Framework (once in a Council term)				x					CEO
STRATEGIC PLANS	1.3.2								
Strategic Plan (each Council term – 2023/2024)					x				GMCS
Asset Management Plans			x			x	x	x	GMIE
ICT and Digital Strategy					x				GMCS

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