



SNOWY MONARO
REGIONAL COUNCIL

Minutes

Audit Risk And Improvement Committee Meeting

10 March 2025

**AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING
HELD IN COMMITTEE ROOM, 81 COMMISSIONER STREET, COOMA**

ON MONDAY 10 MARCH 2025

MINUTES

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Confirmed

**MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING
HELD IN COMMITTEE ROOM, 81 COMMISSIONER STREET, COOMA**

**ON MONDAY, 10 MARCH 2025
COMMENCING AT 10:00 AM**

PRESENT:

Voting Attendees: Kylie McRae, Independent Member (Acting Chair – via Audio Visual)
Shannon Buckley, Independent Member (Via Audio Visual)
Andrew Cox, Independent Member (via Audio Visual)
Councillor Luke Williamson

Non-Voting Attendees: Stephen Dunshea, Interim Chief Executive Officer

Guests: David Rawlings, Chief Strategy Officer
Simon Rennie, Chief Financial Officer (via Audio Visual)
Angela Sommerville, Chief People Officer
Luke O’Sullivan, Governance
Tyrone Bicknell, Senior Project Manager
Scott Bebbington, Manager Safety Innovation
Paul Fitzsimmons - Financial Audit - Audit Office of NSW
Susan Pritchard - Financial Audit - Audit Office of NSW
Councillor Christopher Hanna (via Audio Visual)
Councillor Andrew Thaler (via Audio Visual)
Patricia Swain (Secretariat)

1. OPENING OF THE MEETING

The Committee nominated Kylie McRae as acting chair - Chair opened the meeting at 10:42 AM

2. APOLOGIES

Nil

3. DECLARATIONS OF PECUNIARY INTERESTS/CONFLICT OF INTEREST

Nil

The Committee noted that Stephen Dunshea (interim CEO) is an independent ARIC member on committees in Gunnedah and Cootamundra Gundagai Regional Council.

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

4.1 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING 9 DECEMBER 2024

RECOMMENDATION

That the minutes of the Audit Risk And Improvement Committee Meeting held on 09 December 2024 are confirmed as a true and accurate record of proceedings.

COMMITTEE RECOMMENDATION

THAT the minutes of the Audit Risk And Improvement Committee Meeting held on 09 December 2024 are confirmed as a true and accurate record of proceedings.

Moved Mr Cox

Seconded Mr Buckley

5. BUSINESS ARISING

5.1 REVIEW OF AUDIT AND SERVICE REVIEW RECOMMENDATIONS WITH EXTREME RISK ATTACHED

Record No: I25/127

COMMITTEE RECOMMENDATION

ARIC1/25

That the recommendation of identifying risks within the facilities group be closed out within the system.

Moved Mr Cox

Seconded Mr Buckley

CARRIED

Integration of Audit Recommendations into Operational Plans

- Key report elements must be incorporated into operational plans.
- Audit recommendations exist but remain isolated, lacking integration into broader task management.
- Annual service plans do not include audit recommendations, leading to low awareness and resource allocation.
- Addressing this integration gap will be a priority in planning.
- ARIC and audit recommendations are absent from work plans, with no dedicated resources assigned.

Financial Review & Returning to Surplus

- Discussion around basis for closure of aged action item related to potential suspicious vendor transactions. ARIC were satisfied that the approach to closure was adequate.
- Discussion around the difference between the basis of preparation of the independent financial review and the long term financial plan.
- Financial plan parameters are being reset with a conservative approach.
- Two financial scenarios will be developed for flexibility in planning.

5.2 VOLUMES AND THEMES OF CUSTOMER SERVICE REQUESTS

Record No: I25/128

COMMITTEE RECOMMENDATION

ARIC2/25

That ARIC:

1. note the information from the customer enquiries;
2. recommend that Council develop a criterion around complaints and other contacts (including compliments) to ensure it is compliant with standards and regulatory requirements and themes surrounding these.
3. Note the officer from Paul Fitzsimmons to see how other Councils treat these matters.

Moved Mr Cox

Seconded Mr Buckley

CARRIED

CRM System Implementation & Customer Interaction Improvements

- A basic CRM system is in place to track contact volume and query origins, but further improvements are needed.
- Data insights support resource planning, though team training gaps exist, particularly in closing items.
- Resource allocation for training is being explored despite challenges.
- Most items are resolved within 10 working days, but CRM descriptions often lack accuracy and detail.
- The next delivery plan will focus on customer interactions and unresolved issues.
- Discussions continue on whether the current customer service structure is effective.
- Finding suitable training resources remains a challenge due to the diverse range of issues.

Managing Complaints & Compliance with Standards

- Heavy workload makes incorporating complaints management into service plans challenging.
- General complaints are handled via CRM, while formal complaints go through Governance.
- Complaint volume has surged from 5 to over 40 per week in recent months.
- CRM does not differentiate between service requests and complaints, requiring manual workarounds.
- Initial assumptions about system capabilities (e.g., using a checkbox for complaints) were incorrect.
- The system also tracks compliments, prompting a review of how to manage both effectively.
- Engagement with other councils will explore best practices for complaints vs. compliments management.

6. PRESENTATIONS

Note for future meeting – that ARIC would like briefings to be provided by Senior Executive/Officers to discuss challenges and current activities.

Stephen Dunshea advised that this is already being provided to new Councillors. Presentations are ready to go to the next meeting.

6.1 SENIOR EXECUTIVE PRESENTATIONS TO ARIC

COMMITTEE RECOMMENDATION		ARIC3/25
That a report be presented to ARIC by a Senior Executive/Officer to discuss current activities and challenges.		
Moved Mr Cox	Seconded Mr Buckley	CARRIED

7. STANDARD AGENDA ITEMS

7.1 STANDARD REPORTS

7.1.1 DELIVERY PROGRAM PROGRESS REPORT

Record No: I25/99

COMMITTEE RECOMMENDATION		ARIC4/25
That ARIC;		
1. note the delivery program progress report 2. request Council to provide further clarification on items in the 'Not Started' I.e. How many of the not started items should have been started. 3. note that council is looking at the status of projects in regard to spending and financial variance.		
Moved Mr Cox	Seconded Mr Buckley	CARRIED

Project Status & Performance

- Project performance may decline over time, with some projects moving into "of concern" or "off-track" categories.
- Questions raised about whether listed "not started" projects should have begun.
- A review will clarify if projects are truly not started or actually behind schedule.

Project Prioritisation & Resource Reallocation

- Pausing or stopping projects to redirect resources was discussed.
- Grant-funded projects must continue due to Performance Improvement Order (PIO) requirements.
- Many projects are operational and less impacted by resource constraints.
- Three unfilled budgeted positions could help with resource allocation once filled.

Budget, Variances & Financial Oversight

- Budget reviews occur quarterly, with a deeper analysis planned leading up to March.

- Capital projects are being reassessed to ensure realistic expenditure estimates.
- Budget variances are mainly due to timing issues, not month-to-month discrepancies.
- Managers must report if budgets are expected to be exceeded.
- Financial reporting is monthly at the management level and quarterly to Council.
- If Council formally defers or cancels projects, funds could potentially be reallocated.
- Most projects are grant-funded capital works, limiting savings opportunities, especially in bridge and road projects affected by rising costs.

7.1.2 ICT CYBER SECURITY UPDATE

Record No: I25/109

OFFICER'S RECOMMENDATION

That ARIC note the ICT Cyber Security Update.

This is an information only report.

COMMITTEE RECOMMENDATION

ARIC5/25

That ARIC;

1. note the ICT Cyber Security Update
2. receive a copy of the Assurance Mechanisms to the Cloud DR activities to the next meeting.
3. recommend that the Acting CEO communicate the importance of Cyber Risk training to staff.

Moved Mr Buckley

Seconded Mr Cox

CARRIED

Cybersecurity & Risk Management

- No successful cyber-attacks in the past three months.
- CrowdStrike actively monitors security 24/7; all alerts so far have been false positives.

Penetration Testing & Security Enhancements

- Internal and external vulnerabilities from testing are being addressed and logged in the CAMS risk module.
- Next penetration test scheduled for April, with previous critical issues resolved.
- Findings are being used to enhance security for network devices.
- An RFQ is being developed based on test results for outsourced security improvements.
- No critical public-facing vulnerabilities identified.

Essential 8 Compliance & Security Levels

- Of the 8 cybersecurity criteria, 5 are at Level 1, and 2 remain at critical Level 0.
- A roadmap to reach Level 2 has been submitted, but internal control issues (e.g., Microsoft Macros) need resolution.
- Some Level 1 functions (e.g., Macros) are deemed acceptable.
- Service provider is addressing gaps to achieve Level 2 compliance.

Cyber Awareness & Staff Training

- Phishing email click rate: 3.02% (lower than the 4.73% industry average).
- January and February phishing test failures were slightly higher.
- New training catalogue introduced with advanced phishing simulations.
- Structured cybersecurity training scheduled for March.
- Training completion rates (Levels 1–3) at 50%, with efforts to increase participation from 1 March.
- Further cybersecurity education and executive support encouraged, with an all-staff email planned.

Cloud Document Management & Third-Party Insurance

- Security measures, data protection policies, and insurance coverage are documented.
- Independent control reviews have been conducted.
- Third-party auditing rights and certifications ensure compliance.

7.1.3 EMERGING CORPORATE RISKS

Record No: I24/678

COMMITTEE RECOMMENDATION

That the information be noted.

Moved Ms McRae

Seconded Mr Buckley

Emerging Corporate Risks

Confidentiality of Code of Conduct Matters

- Certain issues must remain confidential due to Code of Conduct implications.
- Statistical summaries will be included in reports to the Minister, with ongoing discussions on the best format for councillors and public reporting.
- A report may be presented at the March or April Council Meeting.

Performance Improvement Order (PIO) & Code of Conduct Investigations

- Proposal received for training on Code of Conduct, Meeting Practice, and Roles & Responsibilities for councillors, the mayor, CEO, and staff.
- Concerns raised over multiple ongoing investigations by the Office of Local Government (OLG), including a Public Interest Disclosure case.
- Not all complaints are referred to OLG; some are assessed internally before a decision is made on external referral.
- Independent investigations are prioritized based on complexity and impact.

Financial Sustainability & Organisational Stability

- PIO concerns extend beyond councillor behaviour, including financial sustainability, WHS risks, and compliance with the Public Interest Disclosures Act.
- Progress in financial management noted, with improvements attributed to the Executive Team.
- Quarterly Budget Reviews & Audit Reports indicate financial stability improvements.
- Delays in property sales remain a concern, with efforts underway to expedite transactions and improve cash flow.

Council & Community Impact

- Reputational damage and increased administrative burden due to PIO reporting requirements.
- Debate over procedural fairness in handling Code of Conduct complaints.
- Question raised about the existence of an External Review Panel for complaints; confirmation given that a new panel has been established and formally reported to Council.

Recruitment Updates

CEO Recruitment

- Macarthur Recruitment appointed; applications closed, and councillors are reviewing candidates.
- Interim CEO's contract ends May 31, with an extension option if needed.
- All councillors are involved in the selection, except one who did not sign a confidentiality agreement.

Chief Officer – Infrastructure & Projects

- Role vacant for over 20 months.
- Recruitment in progress via Macarthur Recruitment, with applications closing soon.
- External expert engaged for the selection panel.

ARIC Committee Chair Recruitment

- Initial interviews unsuccessful; three new candidates shortlisted.
- Acting Chair remains in place until a permanent appointment is made.
- Re-affirmed commitment to financial and governance improvements.
- PIO requirements continue to add pressure on Council staff and resources.

7.1.4 WHS REPORT

Record No: I25/112

OFFICER'S RECOMMENDATION

That Council note WHS Report.

This is an information only report.

COMMITTEE RECOMMENDATION

That Council note WHS Report.

Moved Mr Buckley

Seconded Ms McRae

Workplace Health & Safety (WHS) Update

WHS Data & System Improvements

- Data now tracks workplace safety event trends and corrective actions.
- Focus areas include identifying incident causes, assessing safety controls, and determining necessary system improvements.
- WHS team is refining data collection and welcomes feedback on reporting content.

Workplace Injuries & Compensation

- High number of workplace injuries recorded in the past three months, with many leading to workers' compensation claims.
- Lost Time Injury Frequency Rate (LTIFR) tracking began in July 2024, with trend analysis still developing.
- WHS team actively supporting managers in inspections and documentation.
- Transition to the "BeSafe" WHS management system begins March 17, with a Go-live target of March 19.
- Several initiatives underway to strengthen workplace safety protections.

Injury Trends & Concerns

- Common injury causes: slips, trips, falls, manual handling incidents, and "struck by object" injuries.
- No systemic issues identified so far.
- Manual handling injuries remain the most frequent.
- Some incidents were unavoidable despite all safety controls being in place.
- Ongoing monitoring will ensure appropriate strategies are in place to mitigate risks.

7.1.5 TOWARDS EXCELLENCE UPDATE

Record No: I25/126

COMMITTEE RECOMMENDATION

ARIC6/25

That ARIC;

1. note the update.
2. receive a detailed update at the next meeting.

Moved Mr Buckley

Seconded Ms McRae

CARRIED

Towards Excellence Program Update

Current Status & Next Steps

- Key priorities have been covered, though resource-intensive projects have caused some delays.
- Recent discussions with the consultant have helped get the project back on track.
- A detailed councillor briefing will be scheduled, with the consultant attending in person.
- Background paper on the program's history and direction has been provided to councillors.
- An update will be presented to the ARIC Committee at the next meeting.

Project Oversight & Management

- Consultant Field Force 4 has been more involved due to the absence of an internal project manager.
- The new Business Improvement Team, led by Angela, will take over project management.
- Executive team will continue sponsoring the initiative, but operational oversight will transition to Angela's team.

Long-Term Nature & Potential Renaming

- Committee acknowledged Towards Excellence as an ongoing business improvement and cultural change effort, rather than a short-term project.
- Consultant involvement will decrease over time, but the initiative remains a priority.
- Suggested renaming of the program to better reflect its long-term objectives.

Project Delays & OLG Awareness

- The project is approximately six months behind schedule.
- OLG is aware of the delays and understands the impact of resourcing constraints and leadership changes.

Financial Oversight & Return on Investment

- Concerns raised about project costs and the lack of measurable return on investment after several years.
- Request made for a financial report at the next meeting to assess the program's impact.
- Committee noted the absence of a centralised tracking process, making it difficult to measure efficiencies.

Request for Progress Report

- At the next meeting, the Committee requested a detailed report, including:
- Project timeline & milestones
- Investment to date & future funding needs
- Key achievements & improvements made so far

Concerns About Project Progress

- Project has been running for two years but still appears to be in the identification phase.
- Similar initiatives are typically completed within this timeframe.
- The next report should provide clarity on remaining work and expected completion.
- SMRC Executive Office committed to delivering a clearer project update at the next meeting.

7.1.6 CORPORATE PROJECTS UPDATE

Record No: I25/133

OFFICER'S RECOMMENDATION

That Council note Corporate Projects Update.

This is an information only report.

COMMITTEE RECOMMENDATION

ARIC7/25

That ARIC;

1. note Corporate Projects Update
2. to provide more detailed for future meetings that includes budget scope and 'other' risks e.g. Reputation risk.

Moved Mr Buckley

Seconded Ms McRae

CARRIED

Tyrone Bicknell joined the meeting at 11.32am.

Project tracking includes budget, program, and status, which contribute to the overall project status. Currently, 22 projects are being monitored, with over 90% on track. Two projects—Bombala Sporting and Jindabyne Resource Recovery Centre—are off-track, while four are at risk but none are over budget.

Concerns were raised about the report's level of detail, as it typically includes a full project list with budget and schedule specifics. It was clarified that reporting to ARIC focuses on projects with significant risks beyond budget, scope, or schedule. Delays in the Bombala and Delegate treatment works, caused by the contractor, have negatively impacted Council.

7.1.7 ARIC RESOLUTION UPDATES

Record No: I25/130

OFFICER'S RECOMMENDATION

That the Audit, Risk and Improvement Committee note the information in the ARIC resolution updates report.

This is an information only report.

COMMITTEE RECOMMENDATION

ARIC8/25

That the Audit, Risk and Improvement Committee;

1. note the information in the ARIC resolution updates report.
2. that a Staff Culture Survey report is presented to ARIC after the appropriate review process with staff and councillors.

Moved Ms McRae

Seconded Mr Buckley

CARRIED

Policy Compliance & Updates:

- External contractor engaged to support policy compliance.
- Project included in the Delivery & Operational Plan to develop a policy framework.
- Priority: Identify, update, and ensure accuracy of policies, especially those requiring councillor adoption within the first 12 months.
- Example: A recently reviewed policy referenced outdated legislation.
- External resources will be used to accelerate reviews and ensure compliance.

Staff Culture Survey:

- Results have not yet been shared.
- A briefing is being scheduled in collaboration with MasterTech, but delays have occurred due to scheduling conflicts.
- Request that the staff must be briefed first, followed by councillors, and then ARIC.
- Committee suggested alternative briefing days to avoid further delays.

Concerns Raised:

- Previous General Manager flagged staff morale issues.
- Survey was conducted during the election period but remains unreviewed by councillors or the committee.
- Lack of access to survey data prevents the committee from addressing key staff concerns.

7.1.8 LEGISLATIVE BREACHES

Record No: I25/119

OFFICER'S RECOMMENDATION

That ARIC note the update.

This is an information only report.

COMMITTEE RECOMMENDATION

That ARIC note the update.

Moved Ms McRae

Seconded Mr Cox

- No known breaches have been reported as a legislative brief.
- A community member raised concerns about contracts signed during the election period, claiming one may have exceeded delegation.
- Further details will be sent to the CEO for investigation and follow-up.

7.2 FINANCE REPORTS

7.2.1 MONTHLY FUNDS MANAGEMENT REPORT - JANUARY 2025

Record No: I25/120

COMMITTEE RECOMMENDATION

That the Committee:

- A. Receive the report presented to the Ordinary Council meeting of 20 February 2025 indicating Council's cash and investments position as at 31 January 2025; and
- B. Receive the certification of the Responsible Accounting Officer.

Moved Mr Buckley

Seconded Mr Cox

7.2.2 FINAL MANAGEMENT LETTER - NSW AUDIT OFFICE 2023/24 FINANCIAL YEAR

Record No: I25/124

COMMITTEE RECOMMENDATION

ARIC9/25

That ARIC;

1. note the final management letter for 2023/24 as received from the NSW Audit Office
2. requested that the annual engagement plan to be sent to ARIC out of session.

Moved Ms McRae

Seconded Mr Cox

CARRIED

Valuation of Roads:

- Last year's qualification on roads was removed due to council efforts.
- A comprehensive re-evaluation is in progress; adjustments will be assessed for errors or valuation changes.

Financial Information:

- Improvement from last year, but stronger reconciliations are needed.

- Some delays due to missing information at audit commencement.
- Cash Flow & Unrestricted Cash: Issues with reconciliation; more regular, robust processes recommended.

Procurement & Capital Works:

- Conflict of interest register exists for key management but lacks documentation for other employees—improvement suggested.
- Capital Work in Progress: \$23M in projects should have been reclassified for depreciation; a more thorough review is advised.

Red Fleet Issue: PAC inquiry completed, findings pending. No qualification expected if immaterial in 2025.

Audit Progress & Engagement Plan:

- Simon Rennie acknowledged more issues than expected but noted improvements.
- Unrestricted cash tracking is now automated and monitored monthly.
- All issues have an action plan, with a goal to reduce them for next year's audit.
- The Audit Office's annual engagement plan is nearly finalized and will be shared with the Council once confirmed.

7.2.3 QUARTERLY BUDGET REVIEW STATEMENT (QBRs) 31 DECEMBER 2024

Record No: I25/125

COMMITTEE RECOMMENDATION

That ARIC note the quarterly budget review statement for the quarter ended 31 December 2024.

Moved Mr Buckley

Seconded Mr Cox

It was noted that the significant capital works program will carry over, with further work continuing in March.

Cr Williamson inquired whether the cause of the previously discussed anomaly had been identified. It was advised that, while not yet confirmed, it is likely a coding issue from the invoice, and an update will be provided once confirmed.

8. SPECIAL AGENDA ITEMS

8.1 AUDIT REPORTS

8.1.1 AUDIT RECOMMENDATIONS UPDATE

Record No: I25/117

COMMITTEE RECOMMENDATION

ARIC10/25

That the Audit, Risk and Improvement Committee;

1. receive the audit recommendations audit report.
2. That a total be put at the bottom of pg. 182
3. That all are reviewed, particularly old issues be checked for currency and discussed with the Executive

Moved Mr Buckley

Seconded Ms McRae

CARRIED

Concerns were raised about the growing workload and limited resources, with a call for a clear plan to reduce outstanding issues. It was noted that ARIC meetings often revisit the same problems.

One item related to suspicious vendor transactions has been removed, and there was a suggestion to review older tasks for relevance, though this itself poses a resource challenge. A request was made to total listed items for efficiency.

A review of past recommendations will be undertaken, with insights from similar efforts elsewhere. Deadline extensions were discussed, with no objections, noting that the Asset Management Service Review is affected by staffing shortages.

8.1.2 INTERNAL AUDITOR UPDATE

Record No: I25/121

COMMITTEE RECOMMENDATION

ARIC11/25

That;

1. ARIC receive and note the reports from the Internal Auditor.
2. A 4-year plan be presented to ARIC at the June meeting.
3. The Risk Management Advisory Report to the ARIC.

Moved Ms McRae

Seconded Mr Buckley

CARRIED

Progress on the internal audit activity report has been slower than expected due to staff absences. The HR/Payroll review is ongoing, with fieldwork completed and a draft report to be issued soon.

It was confirmed that the risk management advisory report was likely shared in December and will be recirculated. A clarification was requested on the 4-year internal audit plan, which referenced 2023 instead of covering future years. A revised plan for 2025-2026 onwards will be presented, incorporating Council feedback.

Ensuring the internal audit plan is in place for compliance with the OLG guidelines was emphasised, with a request for a draft by June. Reports missing from attachments will be recirculated, and a review will clarify if audits were previously presented. Further discussions will take place internally, with an update to be provided at the next ARIC meeting. A note will also be added to the report indicating where attachments have already been shared.

8.2 OTHER REPORTS

8.2.1 GOVERNANCE STRUCTURE AND POLICY STATUS

Record No: I25/115

OFFICER'S RECOMMENDATION

That the Audit Risk and Improvement Committee note review of governance arrangements for relevant policies and procedures.

This is an information only report.

COMMITTEE RECOMMENDATION

That the Audit Risk and Improvement Committee note review of governance arrangements for relevant policies and procedures.

Moved Mr Buckley

Seconded Mr Cox

Risk Management & Staffing Discussion:

- The risk management position has been vacant for approximately 11 months, with internal challenges contributing to the delay.
- Previous recruitment efforts at a \$90K salary band failed to attract applicants.
- Internal staff have been offered a development opportunity to fill the role temporarily while recruitment continues.
- The Executive Office is considering restructuring the position, possibly splitting or adjusting responsibilities through annual service planning.
- A suggestion was made to involve the ARIC in policy reviews, such as fraud prevention, before submission to the council.
- Efforts are ongoing to fill the role, though salary expectations and internal processes present challenges.
- A new records officer has started, and once fully staffed, process improvements can be implemented.

9. GENERAL BUSINESS

9.1 FRAUD AND CORRUPTION PREVENTION

Record No: I25/114

COMMITTEE RECOMMENDATION

That the current position in relation to fraud prevention be noted.

Moved Mr Cox

Seconded Ms McRae

Fraud Prevention & Governance Discussion:

- While various fraud prevention measures exist, they are not yet part of a unified strategy. Currently, individual experts manage these efforts within their regular duties, but a more integrated approach is needed.
- Key focus areas include procurement, verifying purchase orders, and reviewing contract management and approval processes.
- It was suggested that these measures be more closely aligned with basic governance practices to mitigate reputational risks.
- Reputational risk should be prioritized higher in assessments, alongside financial sustainability and compliance, with governance policies reviewed more frequently.
- The committee noted the fraud and corruption report without further questions or comments.

9.2 DEFERRED ARIC REPORTS MARCH 2025

Record No: I25/122

OFFICER'S RECOMMENDATION

That the committee note the deferral of the following reports:

- A. ARIC chair review of three council meetings and/or briefing sessions until September 2025.
- B. Performance in managing assets.

This is an information only report.

COMMITTEE RECOMMENDATION

That the committee note the deferral of the following reports:

- A. ARIC chair review of three council meetings and/or briefing sessions.
- B. Performance in managing assets.

Moved Mr Cox

Seconded Ms McRae

9.3 BUSINESS CONTINUITY MANAGEMENT & RISK FRAMEWORK UPDATE

Record No: I25/113

COMMITTEE RECOMMENDATION

That ARIC note the update on the development of the risk framework and business continuity framework.

Moved Ms McRae

Business Continuity Plan Update:

- The business continuity plan is part of the broader enterprise risk management framework. The current update mirrors the June 2024 report, with progress delayed due to the prolonged absence of the risk management officer.
- The Executive Office plans to collaborate with Civic Risk Mutual and a policy review contractor to enhance and update the plan.
- It was noted that Civic Risk Mutual and Marsh have provided valuable support to other councils, particularly for training and scenario testing, though some services may not be free.
- The committee confirmed increased engagement with Civic Risk Mutual, particularly in risk management and safety, and acknowledged the available resources.

10. NEXT MEETING

Monday, 16 June 2025

There being no further business the Chair declared the meeting closed at 1.11pm



CHAIRPERSON

The above minutes of the Audit Risk And Improvement Committee Meeting of Snowy Monaro Regional Council held on 10 March 2025 were confirmed by Committee at a duly convened meeting on 16 June 2025 at which meeting the signature hereon was subscribed.