

CITY OF PALMERSTON

**Minutes of Risk Management and Audit Committee Meeting
held in Council Chambers
1 Chung Wah Terrace, Civic Plaza, Palmerston
on Tuesday 25 May 2021 at 5:00pm**

COMMITTEE MEMBERS

Steve Bartlett, Independent Member (Chair)
Mayor Athina Pascoe-Bell
Alderman Amber Garden
Alderman Sarah Henderson

STAFF

Chief Executive Officer, Luccio Cercarelli
Director City Organisational Services, Silke Maynard
Governance and Strategy Manager, Manu Pillai
City Assets Manager, Jarrad Crawley
Minute Secretary, Jessica Schaecken
Executive Assistant, Cara Currie

GALLERY

1 ACKNOWLEDGEMENT OF COUNTRY

I respectfully acknowledge the traditional owners of the land on which we are meeting - the Larrakia People - and pay my respects to their elders, past, present and future.

2 OPENING OF MEETING

The Chair declared the meeting open at 5:03pm.

Initials: 

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies
Nil.

3.2 Leave of Absence Previously Granted
Nil.

3.3 Leave of Absence Request
Nil.

4 DECLARATION OF INTEREST

4.1 Committee Members
Nil.

4.2 Staff
Nil.

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Garden

THAT the minutes of the Risk Management and Audit Committee Meeting held on Tuesday, 23 February 2021 pages 156 to 161, be confirmed.

CARRIED RMA9/0118 - 25/05/2021

5.2 Business Arising from Previous Minutes

Nil.

Initials: 

6 CONFIDENTIAL ITEMS

6.1 Moving Confidential Items into Open

Nil.

6.2 Moving Open Items into Confidential

Nil.

6.3 Confidential Items

Nil.

7 WORK PLAN

7.1 Action Report - May 2021

Moved: Deputy Mayor Garden

Seconded: Alderman Henderson

THAT Report entitled Action Report - May 2021 be received and noted.

CARRIED RMA9/0119 - 25/05/2021

8 FINANCIAL REPORTING

Nil.

9 INTERNAL CONTROLS AND RISK MANAGEMENT

9.1 Strategic Risks - Review

Moved: Mayor Pascoe-Bell

Seconded: Alderman Henderson

THAT Report entitled Strategic Risks - Review be received and noted.

CARRIED RMA9/0120 - 25/05/2021

Initials: 

9.2 Policy Revision Report – May 2021

Moved: Deputy Mayor Garden
Seconded: Mayor Pascoe-Bell

THAT Report entitled Policy Revision Report – May 2021 be received and noted.

CARRIED RMA9/0121- 25/05/2021

9.3 Insurance Strategy Update

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Garden

THAT Report entitled Insurance Strategy Update be received and noted.

CARRIED RMA9/0122 – 25/05/2021

9.4 Asset Management Plan Update -May 2021

Moved: Mayor Pascoe-Bell
Seconded: Alderman Henderson

1. THAT Report entitled Asset Management Plan Update be received and noted.
2. THAT Buildings and Facilities Asset Management Plan presented in Report entitled Asset Management Plan Update is noted as complete.
3. THAT the revised Asset Management Plan Development Program within Report entitled Asset Management Plan Update be received and reported through the Strategic Risk Register Control Improvement Plan.

CARRIED RMA9/0123 – 25/05/2021

10 WHISTLE BLOWING

Nil.

Initials:



11 INTERNAL AUDIT

11.1 Asset Management Plan Review Internal Audit

Moved: Deputy Mayor Garden

Seconded: Alderman Henderson

1. THAT Report Number RMA/042 entitled Asset Management Plan Review Internal Audit be received and noted.
2. That Council notes the Management Responses to the Asset Management Plan Review Internal Audit and Internal Control measures be included in the Strategic Risk Register as control improvements.

CARRIED RMA9/0124 – 25/05/2021

12 EXTERNAL AUDIT

Nil

13 INFORMATION AND CORRESPONDENCE

13. Chair of Risk Management and Audit Committee

Moved: Deputy Mayor Garden

Seconded: Mayor Pascoe-Bell

THAT the committee recommends to Council

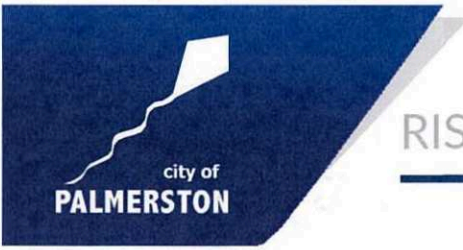
1. THAT the tabled correspondence received from Mr Mark Blackburn regarding resignation from the committee be received and noted.
2. THAT the Mayor write a letter of thanks to Mr Mark Blackburn for his tenure as an Independent Member and interim chair to the Risk Management and Audit Committee, we wish him all the best.

CARRIED RMA9/0125 – 25/05/2021

14 OTHER BUSINESS

Nil.

Initials: 



15 NEXT MEETING

Moved: Deputy Mayor Garden
Seconded: Alderman Henderson

THAT the next meeting for the Risk Management and Audit Committee be held on Tuesday, 10 August 2021 at 5:00pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston and be open to the public subject to social distancing restrictions.

CARRIED RMA9/0126 - 25/05/2021

16 CLOSURE OF MEETING

Moved: Deputy Mayor Garden
Seconded: Mayor Pascoe-Bell

THAT the Risk Management and Audit Committee meeting Tuesday 25 May 2021 closed at 6:23pm

CARRIED RMA9/0127 - 25/05/2021

[Handwritten signature]
Chair

CLARE MILKINS
Print Name

10-8-2021
Date

Initials: [Handwritten initials]