



northern  
beaches  
council

# MINUTES

## **AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING**

held in the Guringai Room, Civic Centre, Dee Why on

**TUESDAY 13 AUGUST 2019**

**Commencing at 3:05pm**

**Minutes of the Audit, Risk and Improvement  
Committee Meeting held on Tuesday 13 August 2019  
in the Guringai Room, Civic Centre, Dee Why**

**ATTENDANCE:**

**Voting Members of the Committee**

Mr Stephen Horne (Chair)  
Mr Mark McCoy  
Ms Sarah Richardson (via Conference Call)  
Ms Julie Walton  
Cr Sarah Grattan  
Cr Sue Heins  
Cr David Walton

**Council Officers (non-voting)**

Mr Ray Brownlee PSM	Chief Executive Officer
Mr Jeff Smith	Director Corporate and Legal
Ms Karen Twitchett	Director Workforce and Technology
Ms Louise Kerr	Director Planning and Place
Mr David Walsh	Chief Financial Officer
Ms Caroline Foley	Executive Manager Financial Planning & Systems
Mr Mark Jones	Executive Manager Strategy Performance and Improvement
Ms Mary Ruppung	Head of Internal Audit
Mr Rob Koopman	Manager Insurance and Risk
Mr Michael McDermid	Manager Corporate Strategy
Ms Pamela Tasker	Administration Officer Internal Audit
Ms Annie Laing	Governance Officer

**Council Auditors (non-voting)**

Ms Karen Taylor	Director of Financial Audit Services, Audit Office of NSW
Ms Sarah Cain	Internal Audit, Partner KPMG
Ms Aisling Kilgannon	Internal Audit, Senior Manager KPMG
Mr Luke Howman-Giles	Forensic, Partner KPMG
Mr Rhys Scott-Davies	Forensic, Associate Director KPMG

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## 1.0 APOLOGIES

### NOTES

1. An apology was received from Ms Sonya Gallery, Executive Manager Governance and Risk.
2. Ms Sarah Richardson was overseas and attended the meeting via conference call.

## 2.0 DISCLOSURES OF INTEREST

Nil.

## 3.0 CONFIRMATION OF MINUTES

### 3.1 MINUTES OF AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 18 JUNE 2019

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#### COMMITTEE RESOLUTION

That the Minutes of the Audit, Risk and Improvement Committee meeting held 18 June 2019, copies of which were previously circulated to all Members, are hereby confirmed as a true and correct record of the proceedings of that meeting.

(Ms Walton / Mr McCoy)

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## 4.0 ACTION ITEMS FROM MINUTES

### 4.1 ACTION ITEMS FROM MINUTES

#### PROCEEDINGS IN BRIEF

Ms Mary Ruppig, Head of Internal Audit, addressed the meeting on this item.

#### PURPOSE

To provide the Audit, Risk and Improvement Committee with a progress update on the actions arising from the Minutes of previous meetings of the Committee.

#### PRECIS

Action items arising from Audit, Risk and Improvement Committee meetings are minuted and responsibility assigned. Progress is tracked and reported to the Committee at subsequent meetings.

#### ACTION ITEMS

- ***Consolidation of same item actioned at various meetings – list by item and respective meeting dates to be referenced and reflected as appropriate.***

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#### COMMITTEE RESOLUTION

After review and discussion the Audit, Risk and Improvement Committee noted the progress on actions arising from the Minutes of previous meetings.

(Cr Grattan / Cr Heins)

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## **4.2 NOTES FROM THE ARIC INDEPENDENTS ROUNDTABLE MEETING**

### **PROCEEDINGS IN BRIEF**

Mr Stephen Horne (Chair) addressed the meeting on this item.

### **PRECIS**

The Chair provided a brief verbal update on the Roundtable Meeting of independent members. The context and notes from the meeting, as prepared by the Chair, were provided for the consideration of the Committee.

### **NOTES**

1. A review of ARIC Operations to be considered at the in-camera ARIC Members' Planning Meeting scheduled for 10 December 2019.
2. At the December planning meeting, the Committee also to consider the weighting of the Improvement component across the ARIC's overall responsibilities.

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### **COMMITTEE RESOLUTION**

The Audit, Risk and Improvement Committee noted the update by the Chair on the ARIC Independents Roundtable Meeting.

(Cr Grattan / Cr Heins)

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## **5.0 STANDING ITEMS**

### **5.1 VERBAL UPDATE BY THE CHIEF EXECUTIVE OFFICER**

#### **PROCEEDINGS IN BRIEF**

Mr Ray Brownlee PSM, Chief Executive Officer, addressed the meeting on this item.

#### **PURPOSE**

To advise the Committee with a brief update on current issues, particularly those relating to areas of potential risk for Council.

#### **PRECIS**

The Chief Executive Officer provided the Committee with an update on confidential matters under consideration by Council, relevant to the role and responsibilities of the Audit, Risk and Improvement Committee, and sought views from the Committee regarding the arrangements, which were discussed in some detail.

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### **COMMITTEE RESOLUTION**

The Audit, Risk and Improvement Committee noted the verbal update by the Chief Executive Officer.

(Cr Grattan / Ms Walton)

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#### **NOTE**

Ms Kerr joined the meeting at 3.30pm.

## 6.0 SPECIAL AGENDA ITEMS

### 6.1 EXTERNAL COMBUSTIBLE CLADDING

#### PROCEEDINGS IN BRIEF

Ms Louise Kerr, Director Planning and Place, addressed the meeting on this item.

#### PURPOSE

To provide the Audit, Risk and Improvement Committee with an overview of new laws that have been made for buildings with combustible cladding, and to provide information on the actions taken by Northern Beaches Council since the tragic fire at Grenfell Tower in 2017 and a future External Cladding Action Plan.

#### PRECIS

Following the tragic fire at Grenfell Tower in London in 2017, new laws have been made for buildings with combustible cladding. The laws are part of the NSW Government's response to fire safety risks posed by external combustible cladding. The report provides an overview of the new laws and regulations, actions of Council following the Grenfell Tower fire in London and following the establishment of the NSW Cladding Register, and a future action plan for Council subsequent to a review of actions undertaken to date.

#### NOTES

1. The Committee assessed and discussed the appropriateness of actions taken by Council on buildings identified on the NSW Cladding Register. There was prolonged discussion regarding the process undertaken to inspect buildings, the intention to issue Orders and the management of the Orders issued to date, particularly regarding extension of times for existing Orders and what may trigger final legal action for enforcement.
2. The Committee acknowledged that the matter is a challenging enforcement regime, and that the availability of accredited certifiers and assessors, and the associated cost of their service is a constraint for many property owners regarding compliance.
3. The Committee recommended that management prioritise the review of the Council building currently on the NSW Cladding Register.
4. The Committee recommended that management prioritise corrective measures for any Council buildings affected.
5. The Committee recommended that management consider obtaining advice on how to enforce orders.

#### ACTION ITEMS

- ***Further briefings to be brought to future ARIC meetings to advise progress on the External Cladding Action Plan and on any outcomes in relation to orders issued and enforcement thereof.***

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#### COMMITTEE RESOLUTION

After review and discussion the Audit, Risk and Improvement Committee noted the information provided in the report.

(Cr Heins / Cr Grattan)

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#### NOTES

1. Mr Scott-Davies and Mr Howman-Giles joined the meeting at 4.02pm.
2. Ms Kerr left the meeting at 4.11pm.

## 6.2 FRAUD AND CORRUPTION CONTROL

### PROCEEDINGS IN BRIEF

Mr Jeff Smith, Director Corporate and Legal, Mr Luke Howman-Giles, Forensic Partner KPMG and Mr Rhys Scott-Davies, Forensic Associate Director KPMG, addressed the meeting on this item.

### PURPOSE

The report sets out the phased approach undertaken to uplift Council's fraud and corruption control framework. It provides to the Audit, Risk and Improvement Committee the draft Northern Beaches Council Fraud and Corruption Prevention Policy and draft Fraud and Corruption Control Plan for endorsement.

### PRECIS

The Audit Office of New South Wales report on Fraud Controls in Local Councils published in June 2018 found that many councils have substantial room for improvement in their fraud control systems and that there is no clear picture of the overall level of fraud within councils. A phased approach was undertaken to uplift Council's fraud and corruption control framework to approach better practice. This included:

- A review of the draft Fraud and Corruption Prevention Policy.
- An organisation-wide fraud and corruption risk assessment.
- Validation of key controls identified during fraud and corruption risk assessment.
- The development of a draft Fraud and Corruption Control Plan.

### NOTES

1. The Committee noted their appreciation regarding the in-depth approach undertaken to uplift Council's fraud and corruption control framework to approach better practice.
2. The Committee participated in extensive discussions on the breadth and depth of the elements within the framework, Council's current fraud and corruption control maturity, and the challenges for implementation across Council.
3. The Committee recommended that management consider additional prevention strategies, and the responsibility to report and/or prosecute, to those set out in the Fraud And Corruption Risk Management Report (Page 33) – *Enhancement Opportunities: Response to Corruption*.
4. The Committee recommended that management consider the format for reporting on the implementation of the Plan and the inclusion of appropriate metrics and KPIs.
5. The Committee recommended that management consider contractors and their compliance with the Code of Conduct.

### ACTION ITEMS

- **Page 17: Fraud and Corruption Prevention Policy - References and Related Documents: Replace The Model Code of Conduct with The Code of Conduct.**
- **Page 17: Fraud and Corruption Prevention Policy - Responsible Officer: Update to reflect assigned responsibility.**
- **Page 19: Fraud and Corruption Risk Management Report - Progress on Key Control Enhancement Recommendations to be brought to future ARIC meetings.**
- **Page 48: Fraud and Corruption Control Plan – include alternative reporting channels in the Foreword, with references to these being published on Council's website for increased public awareness.**
- **Update Fraud and Corruption Control Plan to reflect assigned ownership and responsibility.**
- **Include appropriate reference to the principles of the Gifts and Benefits Policy.**
- **Documents to be updated and recirculated to the ARIC.**

- ***The Fraud and Corruption Control Committee to report to the ARIC on the fraud and corruption incident register - what actions have been undertaken, the current status of incidents, and any further actions to be undertaken.***

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### COMMITTEE RESOLUTION

1. After review and discussion the Audit, Risk and Improvement Committee noted the observations and key control enhancement opportunities identified through the organisation-wide fraud and corruption risk assessment undertaken.
2. That the Audit, Risk and Improvement Committee endorse for referral to Council:
  - a) The Draft Northern Beaches Council Fraud and Corruption Prevention Policy subject to amendment as discussed.
  - b) The Draft Fraud and Corruption Control Plan subject to amendment as discussed.

(Cr Grattan / Mr McCoy)

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### NOTE

Mr Scott-Davies and Mr Howman-Giles left the meeting at 4.50pm

## 6.3 AUDIT RISK AND IMPROVEMENT COMMITTEE CHARTER REVIEW

### PROCEEDINGS IN BRIEF

Ms Mary Ruppington, Head of Internal Audit, addressed the meeting on this item.

### PURPOSE

To present the draft revised Audit, Risk and Improvement Committee Charter to the Committee for consideration, and to provide a draft Responsibility Matrix and Workplan which details a proposed annual schedule with which the Committee may address its responsibilities as outlined in its Charter.

### PRECIS

The Audit, Risk and Improvement Committee Charter was adopted by Council at the ordinary meeting of 26 June 2018. In accordance with the Charter, the Committee will review its Charter to ensure it remains current, relevant and accurately reflects the Committee's composition, role and responsibilities on an annual basis.

A corresponding draft Audit, Risk and Improvement Committee Responsibility Matrix and Workplan has been prepared to detail the Committee's address of its responsibilities as outlined in the Charter.

### NOTES

1. The Committee continued to refine the Charter, with considered attention to its advisory and non-decision making status, and to explore the full scope and meaning of its responsibilities, particularly regarding the areas of improvement and governance.
2. The Committee agreed that responsibilities regarding the areas of improvement and governance would remain high level in the Charter, and that further discussion would ensue at the ARIC Members' Planning Meeting in December.



## ACTION ITEMS

- **Page 90 Authority (2): The Committee has no executive powers is repeated on Page 92 Role and Responsibilities and should be deleted in the second instance.**
- **Page 91 Chair (c): Last sentence on casting vote to be removed.**
- **Page 92 Attendees (non-voting) for all Agenda Items (3.2): Council staff may attend for specific agenda items, however Chair/CEO to invite staff as appropriate. 3.2 (Attendees) and 3.3 (Invitees) to be combined, removing specified attendees and reflecting that non-Members are to attend by invitation.**
- **Page 94 Continuous Improvement (4.7): Benchmarking to be added to (b).**
- **Page 95 Governance (4.8): Remove (a).**
- **Page 96 Conflicts of Interest (6.4): Deemed by the Committee to replace Deemed by the Chair.**
- **Page 96 Conflicts of Interest (6.4): excluded to replace excused.**
- **Page 96 Conflicts of Interest (6.4): Delete final sentence It is the responsibility of each member and staff member to determine if a conflict of interest exists, the nature of that interest and how they will respond to that interest.**
- **Page 97 Decision Making (6.5): para 3 – include time-sensitive in relation to specific proposals by e-mail to Members.**
- **Page 97 Charter Review (6.9): every two years should be amended to annually.**
- **Upon amendment, the updated ARIC Charter is to be circulated to Committee Members.**

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## COMMITTEE RESOLUTION

1. That the Audit, Risk and Improvement Committee recommend to Council the draft revised Audit, Risk and Improvement Committee Charter, subject to any further revision as required.
2. That the Audit, Risk and Improvement Committee endorse the draft Audit, Risk and Improvement Committee Responsibility Matrix and Workplan, subject to any further revision as required.

(Ms Walton / Cr Heins)

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## NOTE

Ms Foley and Mr Walsh joined the meeting at 5.06pm.

## 7.0 EXTERNAL AUDIT

### 7.1 STATUS UPDATE AUDIT OFFICE OF NSW 2018 MANAGEMENT LETTER RECOMMENDATIONS

#### PROCEEDINGS IN BRIEF

Ms Karen Taylor, Director of Financial Audit Services, Audit Office of NSW, Mr David Walsh, Chief Financial Officer and Ms Caroline Foley, Executive Manager Financial Planning and Systems, addressed the meeting on this item.

#### PURPOSE

To provide an update on the implementation of recommendations raised in the 2018 Interim and Final Audit Management Letters from the Audit Office of NSW.

**PRECIS**

Audit recommendations from the 2018 interim and final audit of Council's financial statements have been input into an Implementation Status Tracker. An update on the status of Interim Audit Management Letter recommendations and the Final Audit Management Letter were last provided to the Committee on 30 April 2019. Management's progress with the implementation of audit recommendations is to be reported at each Audit, Risk and Improvement Committee meeting.

There were ten recommendations in the Interim Audit Management Letter with nine of the ten recommendations having been implemented. The remaining recommendation on the absence of a laws and regulations compliance register was initially due for completion by 30 June 2019. While significant progress has been made, the target completion date has been revised to December 2019.

There were four recommendations in the Final Audit Management Letter dealing with the impact of the new accounting standards, asset management, the need for a documented legislative compliance policy and the need to conduct a contractor performance evaluation at the end of contracts. Each of these recommendations have been implemented.

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**COMMITTEE RESOLUTION**

1. After review and discussion the Audit, Risk and Improvement Committee noted the status of the implementation of the Audit Office of NSW's 2018 Interim and Final Audit Management Letter recommendations.
2. That Management's progress with the implementation of the audit recommendations continue to be reported at each Audit, Risk and Improvement Committee meeting.

(Cr Grattan / Cr Heins)

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**NOTE**

Ms Taylor, Ms Foley and Mr Walsh left the meeting at 5.22pm.

**8.0 INTERNAL AUDIT****8.1 INTERNAL AUDIT ACTIVITY UPDATE****PROCEEDINGS IN BRIEF**

Ms Mary Ruppung, Head of Internal Audit, Ms Sarah Cain, Internal Audit Partner KPMG, and Ms Aisling Kilgannon, Internal Audit Senior Manager KPMG, addressed the meeting on this item.

**PURPOSE**

To provide the Audit, Risk and Improvement Committee with an update on internal audit activities since the most recent meeting.

**PRECIS**

All internal audit projects for 2018/2019 have been undertaken in accordance with the Strategic Internal Audit Plan – FY19. Additional reviews have been undertaken at the request of the Chief Executive Officer. Internal audit activity which has taken place since the most recent meeting of the Audit, Risk and Improvement Committee on 18 June 2019 is outlined below:

**Audits Completed:**

The following audits have been completed, with reports presented to the ARIC at the meeting of 13 August 2019:

- Finance and Controls (rotational)
- Fraud and Corruption Controls

**Audits in Progress:**

The following audits and reviews are in the final stages of fieldwork, with the Fleet Management draft report presented to management for comments. Completed reports will be presented to the ARIC at the subsequent full meeting scheduled for 10 December 2019:

- Fleet Management
- Data Analytics: Core Transactions
- Procurement
- District Park Post Project Review (*additional review requested by Chief Executive Officer*)
- Bin Replacement Project Post Implementation Review (*additional review requested by Chief Executive Officer*)

**NOTE**

The Chair noted that it gave the Committee considerable comfort that the development of the Fraud and Corruption Control Plan, and the implementation of the Fraud and Corruption Control Policy was informed by a detailed audit of fraud and corruption risk management in place, and considerations of attitudes and culture towards fraud and corruption control, which were addressed by the fraud and corruption control audit undertaken.

**ACTION ITEMS**

- **ARIC members to be provided with completed Internal Audit reports as they become available both via electronic circulation and hub access.**
- **ARIC members to be provided with access to the Code of Conduct staff training.**

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**COMMITTEE RESOLUTION**

After review and discussion the Audit, Risk and Improvement Committee noted:

1. The update provided on internal audit activities since the most recent meeting on 18 June 2019;
2. The completed internal audit reports, including findings, recommendations and actions to be taken by management.

(Cr Heins / Cr Grattan)

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**8.2 INTERNAL AUDIT ANNUAL PLAN 2019/2020****PROCEEDINGS IN BRIEF**

Ms Mary Ruppig, Head of Internal Audit, addressed the meeting on this item.

**PURPOSE**

To present the Internal Audit Annual Plan for 2019/2020 to the Audit, Risk and Improvement Committee for approval.

**PRECIS**

Internal audit enhances and protects organisational value by providing risk-based and objective assurance, advice and insight to assist Council in achieving its vision of delivering the highest quality service valued and trusted by the community. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

The Internal Audit Annual Plan sets out the indicative scope and timing of the planned internal audit activity for the financial year 2019/2020. The Annual Plan has been formed on the basis of the rolling Three Year Strategic Internal Audit Plan which was approved by Council on 26 March 2019, following endorsement by the Audit, Risk and Improvement Committee on 19 February 2019.

**ACTION ITEMS**

- ***Updates to the timing of the 2019/2020 and 2020/2021 internal audits per the 3 Year Strategic Internal Audit Plan to be circulated to Members.***

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**COMMITTEE RESOLUTION**

After review and discussion the Audit, Risk and Improvement Committee endorsed the Internal Audit Annual Plan 2019/2020.

(Cr Grattan / Ms Walton)

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**8.3 INTERNAL AUDIT ANNUAL REPORT 2018/2019****PROCEEDINGS IN BRIEF**

Ms Mary Ruppington, Head of Internal Audit, addressed the meeting on this item.

**PURPOSE**

To provide the Audit, Risk and Improvement Committee with the Annual Report on internal audit activities undertaken during the 2018-2019 financial year.

**PRECIS**

At the first Audit, Risk and Improvement Committee meeting after the end of the financial year, the Head of Internal Audit provides the Committee with an Internal Audit Annual Report in accordance with the reporting requirements of the Internal Audit and ARIC Charters. The report provides commentary on the approved Internal Audit Annual Plan of the previous financial year reflecting the current status of each audit, the performance of Internal Audit against Council's agreed performance measures, and management's progress with the implementation of audit recommendations.

**ACTION ITEMS**

- ***Page 183 Status of Project: Expand In Progress to indicate progress as On-track or Overdue.***

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**COMMITTEE RESOLUTION**

After review and discussion the Audit, Risk and Improvement Committee endorsed the Internal Audit Annual Report 2018-2019 for presentation to Council.

(Cr Heins / Cr Grattan)

## 8.4 IMPLEMENTATION OF INTERNAL AUDIT RECOMMENDATIONS

### PROCEEDINGS IN BRIEF

Ms Mary Ruppig, Head of Internal Audit, and Ms Sarah Cain, Internal Audit Partner KPMG, addressed the meeting on this item.

### PURPOSE

To provide the Audit, Risk and Improvement Committee with a status update on the implementation of audit recommendations arising from completed internal audits.

### PRECIS

Audit recommendations arising from completed internal audits are input into the Internal Audit Recommendations Status Tracker, with assigned management responsibility and due date for implementation. Management's progress with the implementation of internal audit recommendations is reported at each Audit, Risk and Improvement Committee meeting to evaluate the adequacy, effectiveness and timeliness of actions taken by management on reported findings and recommendations.

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### COMMITTEE RESOLUTION

After review and discussion the Audit, Risk and Improvement Committee noted the status of implementation of internal audit recommendations by management.

(Cr Heins / Cr Grattan)

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### NOTE

Mr Jones and Mr McDermid joined the meeting at 5.50pm.

## 9.0 IMPROVEMENT

### 9.1 PERFORMANCE REPORT

#### PROCEEDINGS IN BRIEF

Mr Mark Jones, Executive Manager Strategy and Performance, and Mr Michael McDermid, Manager Corporate Strategy, addressed the meeting on this item.

#### PURPOSE

To provide the Committee with an update on Northern Beaches Council's performance.

#### PRECIS

This report provides:

1. Council's Performance Measures (Delivery Program) results for the March quarter
2. The performance of Council in the Australasian LG Performance Excellence (benchmarking) Program for 2017/18
3. An update on the development of a Corporate Strategy and associated measures to drive the business.

#### ACTION ITEMS

- ***Benchmarking: Investigate comparisons with Coastal Councils both interstate and internationally.***

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## COMMITTEE RESOLUTION

After review and discussion the Audit, Risk and Improvement Committee noted the information provided in the report on the Northern Beaches Council performance.

(Cr Grattan / Cr Walton)

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## NOTES

1. Ms Richardson left the meeting at 6.00pm.
2. Mr Jones and Mr McDermid left the meeting at 6.05pm.

## 10.0 FRAUD AND RISK MANAGEMENT

### 10.1 MAJOR PROJECTS - RISK STATUS UPDATE

#### PROCEEDINGS IN BRIEF

Mr Ray Brownlee PSM, Chief Executive Officer, addressed the meeting on this item.

#### PURPOSE

To provide the Audit, Risk and Improvement Committee with an updated summary as at August 2019 of current major organisational and capital works projects and their key risks.

#### PRECIS

This report provided an outline of key Council projects of substantial size, value or risk; together with an updated summary of the key risks, the risk status and the mitigating actions or controls in place for these projects.

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## COMMITTEE RESOLUTION

After review and discussion the Audit, Risk and Improvement Committee noted the summary as at August 2019 of the major organisational projects of significant size, value or risk, and the mitigating actions or controls relating to the key risks of these projects.

(Cr Heins / Cr Grattan)

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### 10.2 RISK APPETITE STATEMENT - DRAFT FOR REVIEW

#### PROCEEDINGS IN BRIEF

Mr Jeff Smith, Director Corporate and Legal and Mr Rob Koopman, Manager Insurance and Risk, addressed the meeting on this item.

#### PURPOSE

To provide the Council's draft risk appetite statement to the Audit Risk and Improvement Committee for assessment and advice and to present the current draft of the risk rating matrices which will be updated following consideration of Council's finalised risk appetite statement.

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**PRECIS**

This report provided an update to the Audit, Risk and Improvement Committee on the current status of the Council's risk appetite statement and provided an opportunity for the Committee to review and provide comment prior to Council's final adoption of the statement and its integration into the Enterprise Risk and Opportunity Management Framework across Council. The risk rating matrices (likelihood and consequence tables), also utilised as part of Council's Enterprise Risk and Opportunity Management Framework, are to be updated with regard to the final risk appetite statement and these matrices are also provided to the Committee for review and comment.

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**COMMITTEE RESOLUTION**

After review and discussion the Audit, Risk and Improvement Committee endorsed the Risk Appetite Statement subject to amendment as discussed.

(Ms Walton / Cr Heins)

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**10.3 WORK HEALTH AND SAFETY UPDATE****PROCEEDINGS IN BRIEF**

Ms Karen Twitchett, Director Workforce and Technology, addressed the meeting on this item.

**PURPOSE**

To provide the Audit, Risk and Improvement Committee with an update on Work Health & Safety (WHS) as at 30 June 2019.

**PRECIS**

Council is committed to fostering the development of attitudes and beliefs that support a safety first culture and enable our people to work safe. To exercise due diligence this report provides information in three categories and covers the 2018/19 period:

1. WHS Position
2. WHS Performance
3. WHS Assurance and Compliance

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**COMMITTEE RESOLUTION**

After review and discussion the Audit, Risk and Improvement Committee noted this update as at 30 June 2019.

(Ms Walton / Cr Heins)

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## **11.0 GENERAL BUSINESS**

### **11.1 OTHER MATTERS**

Nil.

## **12.0 NEXT MEETING**

The next meeting of the Audit, Risk and Improvement Committee is scheduled to take place on Tuesday 3 September 2019 (Financial Statements review only) commencing at 9.30am in the Guringai Room (Councillors Meeting Room), Level 2, Civic Centre, Dee Why.

**Meeting closed at 6.28pm.**