

Item 13.10

Notices of Motion

Audit, Risk and Compliance Committee Charter Amendments

By Councillor Phelps

It is resolved that Council:

- (A) note the Office of Local Government is currently developing the supporting regulatory and policy framework for internal audit and hopes to issue a detailed discussion paper on this later this year which will guide the operations of existing Audit and Risk Committees. All Councils will be required to appoint a committee by March 2021;
- (B) note Objective 3 of the City of Sydney Code of Meeting Practice: to "ensure that all Councillors have an equal opportunity to participate in the meeting to the fullest extent possible";
- (C) note clause 7.4 of the Code of Conduct "Members of staff of council who provide any information to a particular councillor in the performance of their civic duties must also make it available to any other councillor who requests it and in accordance with council procedures";
- (D) commence steps to review the Audit, Risk and Compliance Committee Charter; and
- (E) immediately make the following amendments to the Audit, Risk and Compliance Committee Charter to ensure consistency throughout the Council's governance procedures:

- (i) **Minutes and papers**

Meeting agendas will be prepared and provided to members **and all Councillors** at least one week before each meeting, along with appropriate briefing materials. Minutes shall be approved by the Chairperson and circulated to each member within three weeks of the meeting being held.

- (ii) **Membership**

Composition

Members of the Committee will be ~~selected by the Lord Mayor~~ **appointed by the Council** in consultation with the Chief Executive Officer. Employees of the City cannot be members of the Committee.

- (iii) **Access**

Committee members **and all Councillors** will at all times have free and unfettered access to the internal auditor, external auditors, senior management, the risk management function and vice versa.

(iv) **Meetings**

Closed sessions

Closed sessions may be held at the request of the Committee to discuss specific issues. Relevant staff will be invited by the Committee to attend. **Councillors may attend closed sessions.**

Minutes and confidential briefings of proceedings during closed sessions must be provided to all Councillors.