

**Minutes of the Finance, Risk and Audit Committee
held on Tuesday, 15 August 2023 at 3.00 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**

PRESENT

Ms Emma Hinchey (Chair)
Ms Nicolle Rantanen
Mr Josh Hubbard (from 3.14pm)
Councillor Jason Veliskou

In Attendance

Chief Executive Officer - Tony Harrison (from 5.10pm)
General Manager Corporate Services - Angela Allison
Manager Office of the CEO - Kate McKenzie
Unit Manager Governance and Council Support - Victoria Moritz
Chief Financial Officer - Ray Barnwell
Unit Manager Statutory Finance – Andrew Doyle
Unit Manager Strategy and Risk - Sheree Tebyanian
Unit Manager Asset Solutions – Brendon Lyons
Asset Strategy Officer – Catrin Johnson
Chief Information Officer – Marcel Althoff
Mr Eric Beere – KPMG
Ms Heather Martens – KPMG
Mr Tim Muhlhausler – Galpins
Mr Juliano Freitas - Galpins

1 Open Meeting

The Chair opened the meeting at 3.00pm.

2 Kaurna Acknowledgement

We acknowledge the Kaurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3 Member Declaration of Interest (if any)

The Chair asked if any member wished to disclose an interest in relation to any item being considered at the meeting

The following interests were disclosed:

- Ms Hinchey noted her position as Chief Finance Officer for Hendercare for any future items where a potential interest may arise.

- Ms Rantanen noted her husband's position for the Department for Trade and Investment SA where a potential interest may arise when discussing items relating to state planning and the like given Planning falls within his portfolio.

4 Confirmation of Minutes

4.1 Confirmation of Minutes of the Special Finance, Risk and Audit Committee Meeting held on 20 June 2023

Report Reference FRAC230815R4.1

Moved Councillor Veliskou

Seconded Ms Rantanen

That the minutes of the Special Finance, Risk and Audit Committee Meeting held on 20 June 2023 be taken as read and confirmed.

Carried Unanimously

5 Business Arising

5.1 Business Arising Statement - Action Items

Report Reference FRAC230815R5.1

Moved Councillor Veliskou

Seconded Ms Rantanen

That the Finance, Risk and Audit Committee:

1. Notes the business arising statement, meeting schedule and upcoming items.

Carried Unanimously

6 Confidential Items

6.1 Cover Report - Fraud and Corruption Annual Questionnaire 2022/23

Report Reference FRAC230815F6.1

Moved Councillor Veliskou

Seconded Ms Rantanen

That pursuant to Section 90(2) and (3)(e) of the Local Government Act 1999, the Committee orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Chief Financial Officer, Manager Office of the Chief Executive Officer, Unit Manager Strategy and Risk and Unit Manager Governance and Council Support, be excluded from the meeting as the Committee receives and considers information relating to Fraud and Corruption Annual Questionnaire 2022/23, upon the basis that the Council is satisfied that the requirement for the meeting to be

conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to security of the Council.

Carried Unanimously

3.03pm the meeting went into confidence

Moved Ms Rantanen

Seconded Councillor Veliskou

In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Committee orders that this report, Fraud and Corruption Annual Questionnaire 2022/23, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(e) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2023.

Carried Unanimously

3.05pm the meeting came out of confidence

7 Reports for Discussion

7.1 Meeting with the Internal Auditors in Confidence

Report Reference FRAC230815R7.1

Moved Ms Rantanen

Seconded Councillor Veliskou

That Pursuant to Section 90(2) and (3)(g) of the Local Government Act 1999, orders that all persons present, be excluded from the meeting, with the exception of Eric Beere and Heather Martens from KPMG, as the Finance, Risk and Audit Committee meets with Council's Internal Auditors, on the basis that the Finance, Risk and Audit Committee is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to commercial information of the Council.

Carried Unanimously

3.06pm the meeting went into confidence

Moved Ms Rantanen

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee include the following comments within the minutes:

- The organisation was very supportive and engaged
- The Strategy and Risk Team had been impacted by staff turnover
- It would be good to revisit the Payroll Audit with the implementation of the new Payroll system now complete
- Overall, it was noted that everything is moving in a positive direction.

3.14 Mr Hubbard entered the meeting

Carried Unanimously

3.30pm the meeting came out of confidence

7.2 Internal Audit Plan 2023-2025

Report Reference FRAC221213R7.2

Mr Eric Beere and Ms Heather Martens from KPMG were present for the item and provided a summary of the Internal Audit (IA) Program for 2023 – 2025 and background to the Collaborative Contract Value for Money Internal Audit Scope. The IA Plan identifies four (4) projects for this financial year, with all four progressing as collaborative projects with City of Charles Sturt (CCS). The Contract Value for Money Review also includes Port Adelaide Enfield (PAE).

Mr Beere provided a summary of the CoM Collaborative Contract Value for Money Internal Audit Scope noting the focus on governance effectiveness, looking at a portfolio approach and data accessibility for optimisation and opportunities; and operating effectiveness including a deep dive into 3 sample contracts.

The Committee provided the following comments:

- The Committee noted all 4 audits were planned to be collaborative and queried if the Auditors were comfortable with this or whether there were any that should be specific to City of Marion. KPMG commented that there was an extensive process back and forth behind the decision and were positive with where it landed. It was noted only the first audit involved all three Councils and the remaining three are with Charles Sturt only.
- The Committee questioned whether social procurement metrics were involved in the contract selection process for the selected samples. KPMG noted the Contract Value For Money Audit was more about assessing the outcomes and that hasn't been considered in this scope.
- The Committee commented that contract management of industry participation outcomes is where things fall short and should be considered. It was questioned whether performance management on contracts should be incorporated into the scope as it is a facet of value for money. KPMG acknowledged they would take this offline with Management to see where this aspect best sits, either this audit or the next, Tendering Management (Process and Control).
- The Committee discussed contract performance management, noting the tenders look good on the matrix, however it was questioned if they deliver. Management commented there is some data available on this to see where a contract has been allocated within City of Marion, South Australia, or Interstate.
- The Committee questioned the competitive process for large contracts in the City of Marion with a level of community concern around the level and frequency of KPI's. It was noted this is not covered in this audit, as this will focus on contracts already in play and how they are being managed, rather than getting to the contract stage and what to consider. This may come into the Tendering audit.

Moved Ms Rantanen

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee:

1. Considers and provides feedback on the:
 - a. Contract Value for Money Review (Attachment 1)

Carried Unanimously

7.3 Internal Audit Program - Implementation of Recommendations

Report Reference FRAC230815R7.3

The Committee noted the update of the status of implementation of recommendations from the Internal Audit (IA) program and provided the following comments:

- It was good to see the additional column now showing the original completion date as well as the forecasted completion date.
- The Committee commented due to the nature of the report, this was an ever-growing list and queried whether this needed to be looked at differently or looked at with a risk-based approach in terms of closing out items.
- Management confirmed this is how they are progressing with outstanding actions. General Managers are working with their teams to determine whether the action is still relevant or if it was no longer relevant due to a change in business needs. Those elements that are still relevant are being monitored more closely and reported with the revised reporting structure around due dates. Management is confident that outstanding items will reduce with this scrutiny applied.
- It was also noted that more scrutiny was being placed on the due dates at the close out meetings, taking into consideration realistic resourcing and business priorities.
- The Committee noted the Council Members interest in the Facilities Management Model and that they were keeping an eye on this.
- The Committee discussed some of the due dates in the Cyber Security audit, noting this was now some time since the original report. Management acknowledged this, commenting that a number of the policies were now in draft and due to be presented to the Executive Team next month.
- There were discussions around what processes were in place to close moderate findings that may take up to 6 months to close. Management commented the way in which staff were interpreting the action was bigger than what was actually required. There is an emphasis on going back to the original risk and ensuring the finding is being addressed.
- Management also noted work was progressing on a tender for a risk management system. An element of this will include the management of audit findings. An interim solution is being utilised through Sharepoint and Office 365 until an identified system can be implemented. Management expects to make significant progress over the next 12 months in closing out these actions.

Moved Ms Rantanen

Seconded Mr Hubbard

That the Finance, Risk and Audit Committee:

1. Noting and provides feedback on the Internal Audit Program (Attachment 1).

Carried Unanimously

The Chair sought and was granted leave of the meeting to vary the order of the agenda and consider the item *External Audit 2022-23 – Interim Management Report* next in the meeting.

7.6 External Audit 2022-23 – Interim Management Report

Report Reference FRAC220816R7.6

Mr Muhlhausler from Galpins introduced the item and provided a summary of how the organisation is progressing. It was noted that overall, Council demonstrated a high level of compliance with the implementation of an internal control framework consistent with the principles within the Better Practice Model. There was a particular focus on the controls opinion, and it was noted, the majority of key internal controls reviewed were in place and were operating effectively (91 out of 100 core controls reviewed). The results are pleasing particularly with the complexity of implementing a new Financial System and progressing the implementation of a new Asset Management Information System during the 2022-23 year.

This year, 91 controls were effective, down by 1 from last year. There were 3 key reasons driving this including:

- DTP Initiatives, where there was a real focus on the implementation of financial force, requiring a significant degree of time and effort
- With the implementation of a new system, comes the need to redesign internal controls.
- There are a number of items within the report that are not items that would be expected to be addressed in a 12-month period, for example, the Asset Management System.

Overall, the auditors were happy with the progress and items being addressed in a timely manner.

The Committee provided the following feedback:

- The Committee discussed the internal controls opinion and whether this had been considered holistically, and not just looking at one group. It was queried whether there is a control environment that is robust and looking at the gaps if mitigated by controls, for example the gaps in the process of approving manual journals. Management confirmed there is still visibility and a review process of these journals. The documentation may not be as strong as it could be to demonstrate this, however, oversight of the process and access to information reduces the risk.
- It was noted that it was critical when setting risk ratings to have appropriate strong internal controls, noting this is often in a state of flux, not working perfectly all the time and is reliant on staff, systems and strategies to be in place. It was acknowledged that the organisation has good self-awareness of any weaknesses.
- It was noted that the IT access controls were impacted by the new system and the need to identify appropriate reporting in the new system. The design was at a mature phase and there was a good level of maturity in terms of setting up the initial access. The next step is to look at the ongoing review process and reasserting appropriateness.
- The Committee queried some medium ratings for things that read as a significant risk, for example, an instance of purchase not in accordance with the procurement procedure.

- Mr Muhlhausler commented that naturally issues in procurement were inherently more likely to get a higher risk finding. When looking at this instance, it was considered whether there were systemic issues around behavioral patterns or policy ignorance, noting this was a one off finding and therefore considered moderate.
- Management commented there is monitoring in place to pick up any errors and calling these out as they arise, while acknowledging the governance framework encourages positive behaviour and to make the process as easy as possible for staff. In this case, it was largely a documentation issue, where there was rationale behind the process and the procurement method was not unreasonable, although the documentation was lacking.
- The Committee acknowledged the comments, however raised concerns, in the event one of these procurements is for a large value and the correct process isn't followed. Management noted these concerns, and commented there are recommendations in place to address the issue, such as training, the ease of fillable forms, and culture of the organisation to follow correct process and policy. It was also noted this may also be picked up in the tendering audit.
- The Committee questioned the number of recommendations with management responses that had no close out dates and how these were being tracked. Management advised these are tracked internally, noting timeframes could be included. Three of the five moderate findings have already been closed with some of them system related findings expected to take a little longer.
- Mr Muhlhausler confirmed the final external audit report is on track for completion.

Moved Councillor Veliskou

Seconded Ms Rantanen

That the Finance, Risk and Audit Committee:

1. Receive and Note the Interim External Audit Report for 2022-2023

Carried Unanimously

7.4 Council Member Report

Report Reference FRAC230815R7.4

The Committee noted the Council Member Report and requested further information on the findings relating to the S270 report on Coastal Walkway.

The Manager, Office of the CEO provided the following summary:

- The scope was specific to a resident's issues around beach access, installation of a viewing platform and release of personal information through the consultation process.
- Norman Waterhouse found no error in the decision-making process of Council, however, noted the error relating to the release of information through the consultation process. Council apologized in writing to the complainant and have put measures in place to prevent this occurring in future.
- The complainant was advised there is no further appeal process internally and any further requests will need to be made to the Ombudsman.
- Nothing further has been received in relation to this matter, and council is confident the correct process has been followed.

4.20pm Mr Hubbard left the meeting

Moved Ms Rantanen

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee:

1. Notes this report.

Carried Unanimously

7.5 Draft Asset Management Strategy 2023 – 2033

Report Reference FRAC230815R7.5

4.23pm Mr Hubbard re-entered the meeting.

The Unit Manager Asset Solutions and the Asset Strategy Officer introduced the item commenting that The City of Marion owns and manages a large and diverse asset portfolio. The Asset Management Strategy implements Council's Asset Management Policy and gives direction to the delivery of Council's Asset Management Plans.

The Committee provided the following feedback on the Draft Asset Management Strategy 2023-2033:

- The Committee commented that accurate data collection was essential and queried how confident the organisation was around asset management, had alternate avenues been explored and how was this being resourced.
- Staff commented that currently there is a resource that undertakes level 1 inspections and level 2-3 conditional assessments are based on a cycle and are determined by asset class. The strategy is driven by industry standards set out in the individual asset management plans.
- The Committee questioned whether the organisation has appropriate mechanisms in place to inform the capital program. Staff commented this was a work in process, noting that with more iterations of data that are collected, better decisions can be made. Footpaths is a good example of where good modelling is available to inform capital planning.
- The Committee discussed whether the Coastal Walkway and Open Space Assets are the same asset type. Staff confirmed these were differentiated by size noting the Coastal Walkway was a significant investment upgrade renewal driven through City Activation.
- The Committee discussed the Resilient South touch points and queried what outcomes the organisation was looking to achieve. Staff commented this was looked at from an asset management perspective noting the organisation needs to be aware of the areas within the city at risk of climate change, assets at risk and what this means in terms of managing these.
- It was noted that the organisation is not buying offsets at this stage, however focusing on carbon neutrality through action.
- The Committee queried leading practice of the management of council assets and how this was defined. Staff commented that the organisation has been undertaking maturity assessments against a national framework since 2017. The aim was to reach core maturity which was achieved last year. Rather than aim for maximum maturity, the team is looking at how this core maturity can be maintained and entrenched throughout the organisation.
- The Committee discussed the customer satisfaction survey and whether the sample size was large enough to be valid. Staff acknowledged this had varied in size in various years from 651 to 1942 responses received, depending on how this is promoted and run each year. Management also confirmed that the customer satisfaction survey was currently under

consideration by council with a Forum planned for September to discuss the methodology. The methodology will also be considered with the Marion 100 group.

- The Committee sought clarification on who the audience of the document was, suggesting that if it was the community some of the language could be simplified or an explanation included relating to the levels of service.
- The Committee also sought clarification on the legislative requirement in relation to a strategy and Asset Management Plan, with staff confirming that a Strategy is required in addition to an Asset Management Plan for each asset class.

Moved Mr Hubbard

Seconded Ms Rantanen

That the Finance, Risk and Audit Committee:

1. Provides feedback on the Draft Asset Management Strategy 2023 – 2033.

Carried Unanimously

7.7 Business Continuity Exercise Recommendations

Report Reference FRAC230815R7.7

The Manager, Office of the CEO introduced the item and provided a brief summary of the Business Continuity Exercise held on 28 June 2023 and attended by the Incident Management Team (IMT) (primary and all alternate members). The exercise was based on a storm event with a focus on taking it back to basics given there were a large number of staff in attendance who had not participated in an committee before. The Exercise also focussed on IMT processes rather than recovery strategies which will be picked up in the next exercise. Overall, it was a successful exercise with good participation and a number of actions to follow up on.

The Committee provided the following comments:

- The Committee noted that in the feedback received some of the respondents commented that the exercise only partially addressed the objectives. Management commented this was in relation to the recovery strategies, however there was a conscious decision not to include this element in the exercise and that it would be picked up in the next one.
- The Committee noted the importance of addressing fatigue and queried how this would be managed. Management noted that for each IMT member, there is a primary and backup position with all members being trained equally. As the IMT matures in its processes, the primaries will be swapped out, giving others an opportunity to experience elements of the exercise and to practice the de-brief and swap over. It was also acknowledged that part of the People and Culture role on IMT was to consider the wellbeing of the team including the recovery period after the event.
- Management is also conscious of the recovery in the community and will build this into the recovery strategy piece of work.
- The Committee questioned how the actions were being tracked, with management advising, this was being done at an operational level with the teams.
- The Committee commended staff for progressing this so well and acknowledged the efforts put into the exercise both in planning and attending.

Moved Mr Hubbard

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee:

1. Endorses the recommended Business Continuity actions outlined in this report.

Carried Unanimously

7.8 Incidents and Claims report 2022-23

Report Reference FRAC230815F7.8

The Manager, Office of the CEO introduced the report and provided the Committee with an overview of insurance incidents and claims for their review and consideration relating to the 2022/2023 financial year.

The Committee made the following comments:

- The Committee questioned whether, given some of the claims have increased if there has been an impact on insurance costs. Management confirmed there had been an increase in insurance cost, however this was not related to an increase in claims, but rather the hardening of the insurance market. It was also noted that the market had tightened up with insurance not covering some items. For example, insurance of consultants, which now needs to be obtained through a commercial insurer rather than LGRS.
- It was noted that insurance relating to cyber security was harder to obtain with some premiums doubling in the commercial market.
- The Committee sought clarification on the claim relating to Koorana Sports Centre, with Management advising this was a maintenance issue following a roof leak.
- The Committee discussed the claim in relation to the outdoor pool (waterslide), noting that this was now public as legal proceedings have been issued due to time period exceeding 3-years. Subsequent to the incident, there were some improvements made. The claim had been formulated for \$800k and the LGA MLS are managing this on Council's behalf
- The Committee queried the new risk of being under insured rated as medium. Management commented that the insurance renewal process was undertaken at the same time as the asset valuations and some discrepancies were noted with assets coming on and off the register. The teams will work together on the process to ensure the process around the movement of assets is robust.

Moved Mr Hubbard

Seconded Ms Rantanen

That the Finance, Risk and Audit Committee:

1. Notes and discusses the Insurance, Incident and Claims Report for 2022/2023.

Carried Unanimously

7.9 Quarterly Risk Report

Report Reference FRAC230815R7.9

The Committee noted the Corporate Risk Register Report and High Risks and provided the following feedback:

- The Committee discussed the new risk in relation to being under insured and whether Management were comfortable with the medium rating. Management commented they were not concerned with this noting that due to the discretionary nature of the schemes, it would be unlikely that a claim wasn't accepted. This risk was more around the process between asset acceptance and asset disposal and ensuring that the insurance registers match the asset registers. The Committee further commented whether this should even be included as a risk. Management noted this was specifically sitting with the risk team to prompt how this was being managed, however, the team will revisit the wording and will look at the risks around assets.
- The Committee queried who looks at the risks relating to the Marion Outdoor Pool and how these risks are communicated to the organisation. Management noted these are reviewed with the SLT managers and in this instance as it is related to the outdoor pool, the Unit Manager is also involved in the reviews.
- The Committee discussed the description of the risks in relation to the Marion Outdoor Pool, noting this was prepared for a public report. Management will monitor these to ensure the messaging is not lost and that they key points are being addressed.
- The Committee discussed the risks associated with community wellbeing and the cost of living with Management commenting this is included in the environmental scan and feeds back into the reviews being undertaken by Managers. There is no specific risk around the current economic environment, however, captured through the environmental scan. It was further noted that Council will further discuss community expectations and how council can respond through a Council Forum.
- It was also noted there was a joint workshop with the Committee Members and Council Members to follow the Committee meeting to further discuss risk management of the Council.

Moved Ms Rantanen

Seconded Mr Hubbard

That the Finance, Risk and Audit Committee:

1. Notes the Corporate Risk Register Report (Attachment 1) and High Risks (Attachment 2) and provides their feedback on the review outcomes.

Carried Unanimously

7.10 Finance and Audit Committee Annual Report to Council 2022-23

Report Reference FRAC230815R7.10

The Manager, Office of the CEO noted that following the Local Government Reform and amendments to the Legislation, from November 2023, a Council must ensure that the annual report of its audit and risk committee is included in its annual report.

ACTION: The Committee suggested, that if appropriate the FRAC Annual report be included this year.

Moved Councillor Veliskou

Seconded Mr Hubbard

That the Finance, Risk and Audit Committee:

1. Request that the following be included in the draft Finance and Audit Committee Annual Report to Council to be considered at its meeting in October 2023:

- Financial Reporting
- Risk Management
- Audit
- Prudential Reports
- Committee Membership and Attendance

Carried Unanimously

8 Reports for Noting

8.1 Previous Service Review Program - Update on Outstanding Recommendations

Report Reference FRAC230815R8.1

Moved Ms Rantanen

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee:

1. Notes the status of the outstanding service review actions.

Carried Unanimously

8.2 Digital Transformation Project – Close Out Report

Report Reference FRAC230815R8.2

The General Manager, Corporate Services introduced the item and provided a summary of the Digital Transformation Project – Close Out Report noting that The Digital Transformation Program (DTP) scope was 12 projects; a mix of larger and smaller Projects with all projects now complete except one. The Unified Communications project has not been complete; however, work will continue into 2023-24. Moving forward the Information Services (IS) Strategic Plan which is currently being drafted which will guide the prioritisation of projects for the next 3 years (current Council term). New projects which have commenced are the Integration project, Booking System – Outdoor Pool, Booking System – Hireable spaces and the Risk Management System in addition to a range of operational improvements.

The following points were discussed:

- Management acknowledged there was reasonable maturity across the new systems, however transformation has not been achieved across the organisation. The focus over the next 1 – 2 years is integration across the systems to reap the benefits and to allow the organisation to focus on the customer.
- Management noted the benefits already achieved which hadn't been recognised including a major shift in the way things are done from working from home opportunities, cloud-based systems, AV technology, online forms etc. The next piece is to leverage from what has been put into place.

- The Committee discussed the elements of AI and whether there was an ethics framework in place around how this information is used. Management acknowledged there are many opportunities in this space, however the organisation is not at this stage just yet and will look to include this in the IS Strategy and Data Governance Framework. Management will also consider further training for staff around using AI programs for data collection and the like to determine what is and is not appropriate and the consequences of inappropriate use. Management will look to incorporate this into the Data Governance Framework.
- The Committee raised concerns around the closure of the program, with some elements missing such as a benefits realisation piece.
- Management noted the lessons learnt had come through the KMPG DTP Health Check Audit which applied to all projects. These lessons will also be built into the strategy methodology and process.
- The Information Services teams have placed a large emphasis on building discipline into all processes.
- A future audit may look at the IT program Strategy and Implementation tools, techniques and discipline to determine effectiveness of the lessons learnt.
- It was noted it was important for the organisation to close the DTP Program and move this to the next phase, imbedding as business as usual and enhancement phases including integration. The next phase will be in line with the Project Management Framework.
- The Committee suggested that Management review the points of failure and suggested a potential review across the organisation to determine if there are any other areas operating outside of their boundaries and the governance policies, applying a fresh sense of accountability on performance. Management noted that once the Project Management Framework was introduced, the projects were delivered on time and in budget and with the right structure, tools, and resources, the organisation has the right foundation to move forward.

5.36pm Ms Rantanen re-entered the meeting

- The Committee noted the similarity between the Strategy and an Asset Management, with the potential for there to be an ICT Asset Management Plan. Management commented, essentially this is what the Strategy was, with a comprehensive review every four years and touch point review every year. It was acknowledged that some flexibility was needed to only lock in projects for the next year, however, Staff will apply the lens of an Asset Management Plan over the Strategy.

5.46pm Mr Hubbard left the meeting

Moved Ms Rantanen

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee:

1. Acknowledge that Information Services has now closed the Digital Transformation Program (DTP) and is moving the individual projects from the DTP into business as usual and enhancement phases, with the exception of Unified Communications which is still in the implementation phase.
2. Note that Information Services is now focused on the development of the IS Strategic Plan and several key business-related IT projects
3. Future reporting to be consolidated into an IS Strategic Plan update which will replace the current two reports of DTP update and ICT Security.

Carried Unanimously

5.49 Mr Hubbard re-entered the meeting

9 Workshop / Presentation Items**10 Other Business****11 Meeting Closure**

The meeting was declared closed at 5.49pm

CONFIRMED THIS 10 DAY OF OCTOBER 2023

CHAIRPERSON