

Audit, Risk and Governance Terms of Reference

Responsible Director/s	Chief Executive Officer
Responsible Business Unit/s	All
Quorum	4

1. Establishment

The Audit, Risk and Governance Committee is established under Section 7.1A of the *Local Government Act 1995*.

2. Objective

The objectives of the Committee are to:

- assist Council in providing a transparent and independent process in its audit, risk and governance management; and
- advise Council in relation to internal and external audit, compliance and risk management matters.

3. Areas of Responsibility

The Audit, Risk and Governance Committee is responsible for advising Council on all matters relating to:

- The City's Annual Financial Statements;
- The Audit Register and implementation of findings;
- The City's Risk Management Framework;
- Internal and external audits; and
- Compliance with legal and statutory requirements.

4. Membership

The Committee shall consist of:

- The Mayor
- Up to 5 Elected Members
- Up to 2 External Members

All appointments to the committee shall be by nomination and appointed by Council.

5. Committee Operations

- 5.1 The general affairs of the committee shall be administered in accordance with the *Local Government Act 1995*.
- 5.2 The Committee shall operate in accordance with the City of South Perth Standing Orders Local Law 2007.
- 5.3 The Committee’s recommendations must be adopted by Council before implementation.
- 5.4 The Terms of Reference are to be reviewed in line with the election of new members.

6. Meetings

The Committee shall meet at 5.30pm on a quarterly basis on the second Monday of the month, or as required.

7. Minutes

- 7.1 The Governance officer will be responsible for keeping minutes of all business transacted at each meeting and will present the minutes to the next Ordinary meeting of Council for consideration of any recommendations contained within the minutes.
- 7.2 The minutes will be uploaded to the HUB.

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Council Adoption:	Date	26 November 2019	Item Number	10.7.2