

# MINUTES

## Audit, Risk and Governance Committee Meeting

12 September 2023

Committee Members

Here within are the Minutes of the Audit, Risk and Governance Committee Meeting held Tuesday 12 September 2023 in the City of South Perth Council Chamber, corner Sandgate Street and South Terrace, South Perth.

*As this Committee does not hold Delegated Powers or Duties in accordance with Section 5.23 of the Local Government Act 1995 the meeting was not open to the public.*



MIKE BRADFORD  
CHIEF EXECUTIVE OFFICER

15 September 2023

# Contents

1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	3
2.	ATTENDANCE	3
2.1	APOLOGIES	3
2.2	APPROVED LEAVE OF ABSENCE	3
3.	DECLARATIONS OF INTEREST	4
4.	CONFIRMATION OF MINUTES	4
4.1	AUDIT, RISK AND GOVERNANCE COMMITTEE MEETING HELD: 13 JUNE 2023	4
5.	PRESENTATIONS	4
6.	BUSINESS ARISING FROM PREVIOUS MEETING	4
7.	REPORTS	5
7.1	RISK MANAGEMENT AND BUSINESS CONTINUITY ACTIVITY REPORT	5
7.2	2022/23 CORPORATE BUSINESS PLAN - 4TH QUARTER UPDATE	10
7.3	AUDIT REGISTER PROGRESS REPORT Q4	14
7.4	2022/23 ANNUAL FINANCIAL STATEMENTS (EXTERNAL) AUDIT INTERIM REPORT	17
7.5	1SYSTEM PROJECT UPDATE	20
8.	OTHER RELATED BUSINESS	21
9.	CLOSURE	21

# Audit, Risk and Governance Committee Meeting - Minutes

## 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.00pm and welcomed everyone in attendance.

The Chair welcomed Mr Steven Hoar (Director) from the Office of the Auditor General who presented and answered questions from Committee members relating to the content of the Management Letter at Item 7.4.

## 2. ATTENDANCE

### Elected Members

Mayor (Deputy Chair)  
Manning Ward  
Manning Ward (Chair)  
Mill Point Ward  
Mill Point Ward  
Moresby Ward  
Moresby Ward

Greg Milner  
Councillor André Brender-A-Brandis  
Councillor Blake D'Souza  
Councillor Mary Choy (Arrived at 6.01pm)  
Councillor Ken Manolas  
Councillor Jennifer Nevard  
Councillor Stephen Russell

### External Members

Ms Shona Zulsdorf

### Officers

Chief Executive Officer  
Director Corporate Services  
Manager Finance  
Manager Governance  
Governance Coordinator  
Governance Officer

Mr Mike Bradford  
Mr Garry Adams  
Mr Abrie Lacock  
Ms Toni Fry  
Mr Morgan Hindle  
Ms Jane Robinson

### Observer

Como Ward

Councillor Nick Warland

### Guests

Office of the Auditor General

Mr Steven Hoar (Retired at 6.06pm)

### 2.1 APOLOGIES

- Aswin Kumar

### 2.2 APPROVED LEAVE OF ABSENCE

Nil.

### 3. DECLARATIONS OF INTEREST

Nil.

*Councillor Mary Choy arrived at the meeting at 6.01pm prior to consideration of Item 4.*

### 4. CONFIRMATION OF MINUTES

#### 4.1 AUDIT, RISK AND GOVERNANCE COMMITTEE MEETING HELD: 13 June 2023

##### Officer Recommendation AND COMMITTEE RECOMMENDATION

**Moved:** Councillor Blake D'Souza

**Seconded:** Ms Shona Zulsdorf

That the Minutes of the Audit, Risk and Governance Committee Meeting held 13 June 2023 be taken as read and confirmed as a true and correct record.

**CARRIED (8/0).**

**For:** Mayor Greg Milner, Councillors André Brender-A-Brandis, Mary Choy, Blake D'Souza, Ken Manolas, Jennifer Nevard and Stephen Russell, Ms Shona Zulsdorf.

**Against:** Nil.

### 5. PRESENTATIONS

Nil.

### 6. BUSINESS ARISING FROM PREVIOUS MEETING

Nil.

Item 7.4 2022/23 Annual Financial Statements (External) Audit Interim Report was considered first as Steven Hoar from the Office of the Auditor General was in attendance to answer questions relating to this item.

## 7. REPORTS

### 7.1 RISK MANAGEMENT AND BUSINESS CONTINUITY ACTIVITY REPORT

File Ref: D-23-35553  
Author(s): Christine Lovett, Senior Governance Officer  
Reporting Officer(s): Garry Adams, Director Corporate Services

#### Summary

This report outlines the activities undertaken by the City of South Perth's (the City) Risk Management Function for the period of July 2023 to September 2023 and to provide an overview of the activities planned for the second quarter of the 2023/24 Financial Year.

#### Officer Recommendation AND COMMITTEE RECOMMENDATION

**Moved:** Ms Shona Zulsdorf  
**Seconded:** Councillor Stephen Russell

That the Audit Risk and Governance Committee:

1. Notes the Risk Management and Business Continuity Activity Report as contained in the body of the report;
2. Notes the two Corporate Operational Risks being escalated as contained within the report; and
3. Notes the Business Continuity Management Framework contained within **Attachment (a)**.

**CARRIED (8/0).**

**For:** Mayor Greg Milner, Councillors André Brender-A-Brandis, Mary Choy, Blake D'Souza, Ken Manolas, Jennifer Nevard and Stephen Russell, Ms Shona Zulsdorf.

**Against:** Nil.

#### Background

The Council is responsible for the strategic direction of the City. The City's Audit, Risk and Governance Committee (ARGC) is a Committee of Council in accordance with the *Local Government Act 1995* (the Act) and is responsible for providing guidance, assistance and oversight to the Council, in relation to matters which include risk management.

The responsibility of the ARGC in relation to the risk management program includes overseeing the strategic risk management process and ensuring that the administration has a robust and structured process for identifying and managing strategic risks.

This activity report outlines the risk and business continuity management activities undertaken.

### Comment

Risk Management and Business Continuity Management activities for the period of July 2023 to August 2023:

#### 1. Business Continuity Management Framework (BCMF)

The Business Continuity Management Framework (BCMF) as shown in **Attachment (a)** was endorsed by the Executive Management Team on 8 August 2023 and will be rolled out across all business units within the City.

Development of the BCMF and associated processes were guided by the following standards and good practices:

- ISO 22301:2019 Societal security - business continuity management systems – requirements
- AS/NZS 5050 (Int):2020 Managing disruption-related risks
- ISO 31000:2018 Risk management
- WA Government Business Continuity Management Guidelines

The goals of the BCMF is to increase the adaptive capacity of the City's entire operations (i.e., its resilience) and to ensure the effective management of an incident or series of events which may damage our business or impact quality of our services.

#### 2. Internal Risk Management Committee

The Internal Risk Management Committee (IRMC) met on 9 August 2023 at which time the Operational Risk Register was presented for review.

The following two risks having been reviewed and remain at a high risk rating. In accordance with the requirements of the Risk Management Framework 2021 these risks are presented to the Audit, Risk and Governance Committee for review.

These risks relate to the availability of contractors or staff to carry out required activities to meet the expectations of our community. While the residual rating of the risks are high, it is considered that all available mitigation strategies are in place to reduce the outcome of this risk impacting the City's community.

Where necessary, key communication methods are utilised to inform our community of any delays/interruption to the expected delivery of a project or service.

##### i. Corp Risk 5.0 Dependency on contractors to deliver key project/services.

Outcome: Service Interruption

Due to the current labour market the residual likelihood of this event occurring remains as Possible, with the risk rating remaining as High.

##### Controls

- Robust supplier selection
- Use of WALGA preferred suppliers

- Procurement Management provided by the Finance Services Business Unit
- Relationship management

ii. **Corp Risk 5.4 Employee attraction and retention**

Outcome: Service Interruption

Due to the current labour market the residual likelihood of this event occurring remains as Possible, with the risk rating remaining as High.

Controls

Established Corporate policies, management practices, procedures and strategies including:

- Flexible working arrangements and working from home arrangements
- Equal Opportunity Employer
- Health and Wellbeing Program for employees
- Superannuation benefits
- Annual performance reviews
- Workforce Plan
- Mentorship program and internal training to staff so they are interchangeable, as required.
- Learning and development opportunities
- Phased retirement
- Reward and Recognition Program
- Performance Management Framework
- Learning & Development Framework
- Secondment opportunities.
- Advertised positions to be reviewed against the current market, so that position description is aligned with the offered remuneration package, including market supplements.

Risk Management Activities	Expected Outcome
Operational risks to be reviewed on a quarterly basis	The City's Corporate Operational Risk register to be as current as reasonably practicable.
Development of further fraud and corruption training.	Increased knowledge within the City's business units in order to further protect resources and information and safeguard the integrity and reputation of the City.
Business Continuity Plans to be reviewed in accordance with the requirements of the	The City's Business Continuity Plans to be as current as reasonably practicable.

Business Continuity Management Framework.	
Updated Management Practice M695 Risk Management to be rolled out across all Business Units.	Sound risk management practices and procedures to be further integrated into the City's strategic and operational planning process and day to day business practices.
Implement training program for identified officers	Provide support and guidance to officers ensuring they have familiarity with the City's risk management practices.

### Consultation

Relevant City officers were consulted in order to identify and review all risks across all City operations.

### Policy and Legislative Implications

Reg 17 (1) (a) Local Government (Audit) Regulations 1996

17. CEO to review certain systems and procedures

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to –
  - (a) risk management

### Financial Implications

Nil.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Legislative Breach</b> Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	Continuous review and improvement in relation to all Risk Management activities.



### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.4 Maintain a culture of continuous improvement

### Attachments

7.1 (a):	Business Continuity Management Framework
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## 7.2 2022/23 CORPORATE BUSINESS PLAN - 4TH QUARTER UPDATE

File Ref: D-23-27406  
Author(s): Fleur Wilkinson, Coordinator Organisational Planning & Performance  
Pele McDonald, Manager People and Performance  
Reporting Officer(s): Garry Adams, Director Corporate Services

### Summary

This report provides an update on the progress of the Corporate Projects and Measures of Success identified in the Corporate Business Plan 2022/23-2025/26.

It is recommended the Audit, Risk and Governance Committee notes the progress recorded against each Corporate Project/Activity contained within the 2022/23 Corporate Business Plan Quarter 4 Report and notes the results for all Measures of Success (key performance indicators) contained within the Corporate Business Plan Measures of Success Report.

### Officer Recommendation AND COMMITTEE RECOMMENDATION

**Moved:** Ms Shona Zulsdorf  
**Seconded:** Councillor Blake D'Souza

That the Audit, Risk and Governance Committee:

1. Notes the progress recorded against each project/activity within the Corporate Business Plan as described in the report contained within **Attachment (a)**; and,
2. Notes the results recorded against each Measure of Success within the Corporate Business Plan as described in the Key Performance Indicator report contained within **Attachment (b)**.

**CARRIED (8/0).**

**For:** Mayor Greg Milner, Councillors André Brender-A-Brandis, Mary Choy, Blake D'Souza, Ken Manolas, Jennifer Nevard and Stephen Russell, Ms Shona Zulsdorf.

**Against:** Nil.

### Background

In 2020, the City completed a major review of the Strategic Community Plan (SCP) to produce the SCP 2021-2031 which was endorsed by Council at its meeting held 14 December 2021.

Following the 2021-2031 SCP endorsement, the Corporate Business Plan (CBP) 2022/23-2025/26 was finalised and endorsed by Council at its meeting held 22 November 2022.

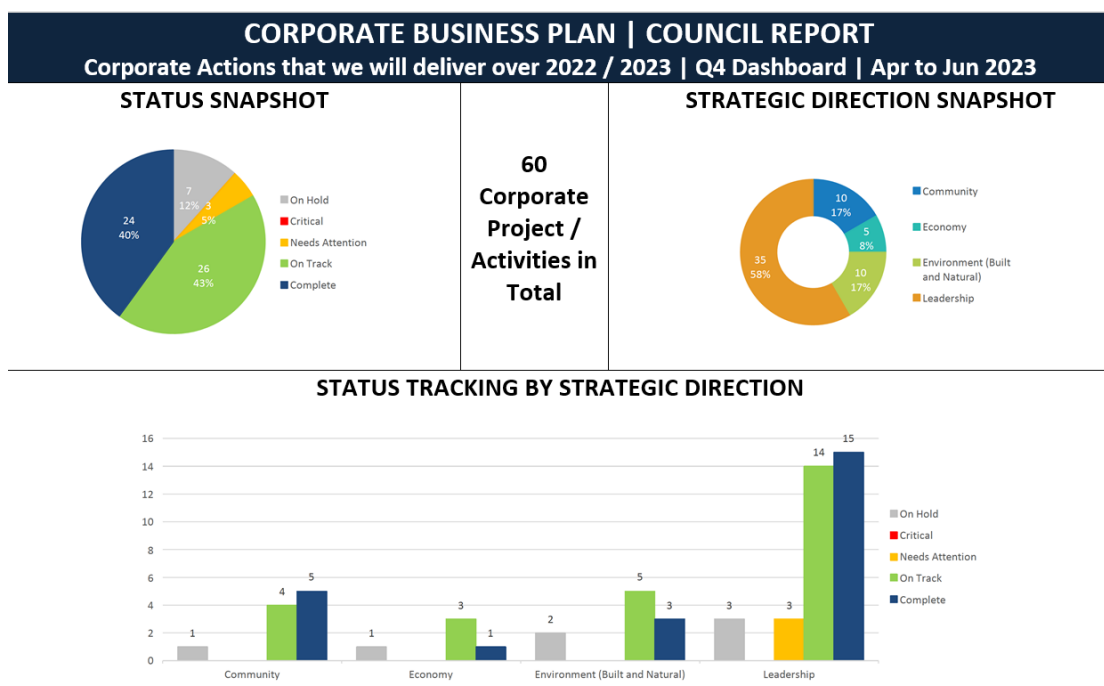
The CBP is an important part of the City's Integrated Planning and Reporting (IPR) Framework. The CBP translates the aspirations and strategies of the SCP into operational priorities and indicates how they will be resourced over a four-year period, outlining in detail the services, projects, actions, operations and performance measures required to ensure delivery of the SCP.

The CBP has been recently reviewed and the CBP for 2023/24 – 2026/27 was endorsed at the Ordinary Council Meeting held 27 June 2023.

### Comment

This is the progress report for quarter 4 of the 2022/23 planning year. The dashboard (shown in the screenshot below) has been designed within the "My Performance Planning" System module. This module is used by the City to record and report on all annual planned actions and measures of success within the CBP.

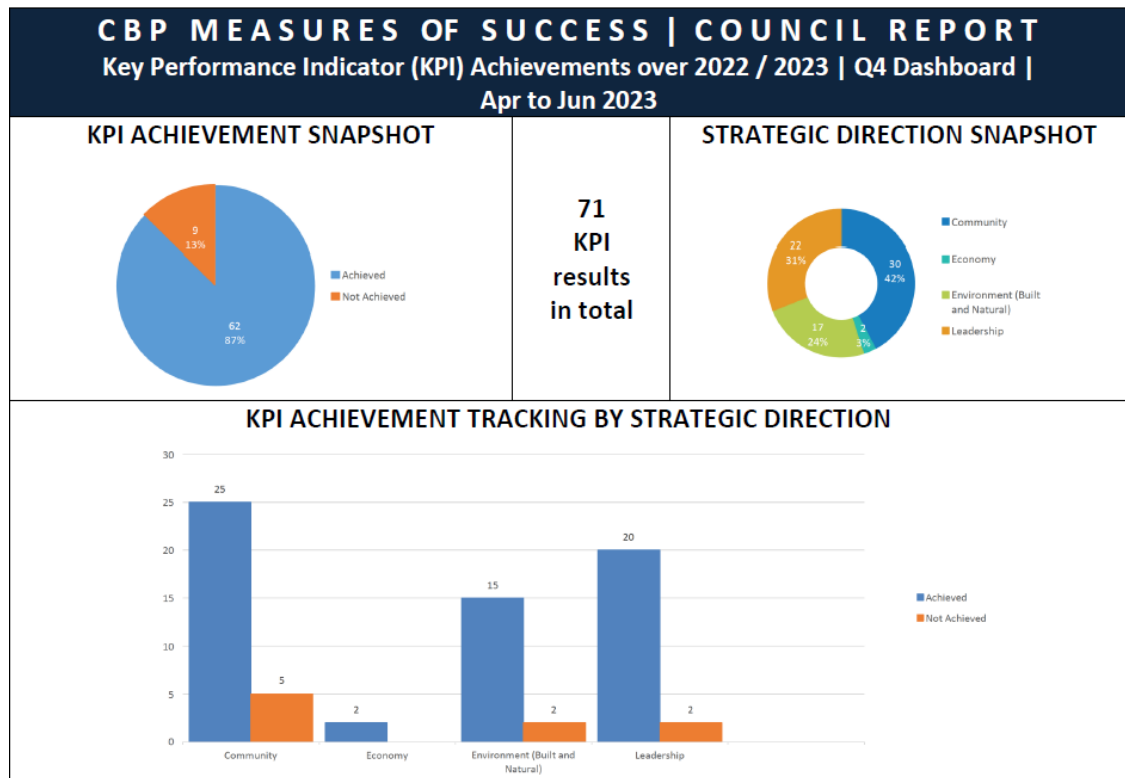
### The City of South Perth's Corporate Business Plan Report - Quarter 4 Dashboard



The attached CBP report is presented for information, with a comment by the officer in the Quarterly Updates column. The Quarter 1 comment section contains no data as Quarter 1 and Quarter 2 reporting was combined due to a major review of the CBP in 2022.

At the end of the 2022/23 financial year, 24 (40%) of the 60 Corporate Actions have been completed, with 26 (43%) Corporate Actions on track and there are no Corporate Actions with a critical status.

## The City of South Perth's CBP Measures of Success Report – Quarter 4 KPI Dashboard



At the end of the 2022/23 financial year 62 (87%) of the 71 KPIs were achieved, and 9 (13%) not achieved. The attached KPI report is presented for information, with a description by the officer in the Result Comment column when a KPI is not achieved.

Historically comments have only been provided for KPIs that were not achieved. This report however, includes some comments on KPIs noted as achieved to either reflect a correction of a prior quarter reporting error or to qualify the result that has been provided.

### Consultation

Nil.

### Policy and Legislative Implications

Local Government (Administration) Regulations 1996.

### Financial Implications

All projects and activities listed in the CBP Quarter 4 Update are fully funded within the 2022/23 Annual Budget.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<p><b>Reputational Damage</b></p> <p>Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.</p>
<b>Risk rating</b>	Medium
<b>Mitigation and actions</b>	<p>Performance management by:</p> <ol style="list-style-type: none"> <li>1. Annual business planning with business units to identify new actions for the financial year. (Failing to plan is planning to fail);</li> <li>2. Monitor progress of the Strategic Community Plan (SCP) through             <ol style="list-style-type: none"> <li>a. Quarterly reporting of the Corporate Business Plan (CBP) Corporate Actions;</li> <li>b. Quarterly Key Performance Indicator reporting of CBP measures of success; and</li> </ol> </li> <li>3. Implementation of Audit findings in accordance with the Audit Register Progress Report.</li> </ol>

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.4 Maintain a culture of continuous improvement

### Attachments

<b>7.2 (a):</b>	Q4 2022-23 CBP Projects/Initiatives Status Update
<b>7.2 (b):</b>	Q4 2022-23 CBP KPI Status Update

### 7.3 AUDIT REGISTER PROGRESS REPORT Q4

File Ref: D-23-35557  
Author(s): Christine Lovett, Senior Governance Officer  
Reporting Officer(s): Garry Adams, Director Corporate Services

#### Summary

This report provides an update on the progress of actions included in the Audit Register. The Audit Register includes all open audit findings that have previously been accepted by the Audit, Risk and Governance Committee and Council.

#### Officer Recommendation AND COMMITTEE RECOMMENDATION

**Moved:** Ms Shona Zulsdorf  
**Seconded:** Mayor Greg Milner

That Audit, Risk and Governance Committee recommends to Council that it:

1. Notes the progress recorded against each item within the Audit Register in **Confidential Attachment (a)**;
2. Approves the findings marked as Complete (100%) in the Audit Register, to be registered as closed and no longer reported to the Committee;

**CARRIED (8/0).**

**For:** Mayor Greg Milner, Councillors André Brender-A-Brandis, Mary Choy, Blake D'Souza, Ken Manolas, Jennifer Nevard and Stephen Russell, Ms Shona Zulsdorf.

**Against:** Nil.

#### Background

The confidential Audit Register lists internal and external audit findings and describes the progress of implementing improvements and the percentage completion. This report is prepared for noting the progress and completion of findings since the last meeting.

#### Comment

The Audit Register contained in **Confidential Attachment (a)** presents audit outcomes by 'Finding' numbers. Any given Finding may have more than one 'Recommendation' and associated 'Agreed Management Action'.

Only when all Agreed Management Actions related to a Finding are marked as 100% complete, will the report be presented to the Audit, Risk and Governance Committee, with a recommendation that the Finding be closed.

The Audit Register has been formatted to ensure clarity as detailed below:

1. Each Finding which has more than one Agreed Management Action is represented with double lines around that entire Finding.

**Example:**

*Finding number IT005 has three Agreed Management Actions.*

2. Updates in relation to each Finding are displayed in chronological order i.e. latest update appears at the bottom of each Finding.
3. Each Finding that is to be closed (i.e. 100% complete for all Agreed Management Actions) is represented by a purple 'Closed Tally' column on the right and numbered; and
4. All Findings that are being recommended for closure by the ARGC are filtered to the end of the register.

The Audit, Risk and Governance Committee is requested to recommend that Council note the progress and officer comments. In addition, it is recommended all Findings marked as complete (100%) in the Audit Register be registered as closed. All closed items will not form part of the Audit Register report for future meetings.

It is requested to note the Audit Register in **Confidential Attachment (a)**.

**Strategic Internal Audit Plan**

Work has been progressing with scheduled audits which were identified in the Strategic Internal Audit Plan which was presented to the 13 March 2023 Audit, Risk and Governance Committee meeting.

Reports with associated findings, recommendations and actions in relation to Procurement & Contract Management and Integrated Planning & Reporting Framework are expected to be received by the City in the near future.

Work has commenced on the internal audit for Asset Management and Project & Program Management.

**Consultation**

Relevant City officers have been consulted.

**Policy and Legislative Implications**

The Internal Audit function is considered a business improvement process that will assist in compliance with Regulation 5 of the Local Government (Financial Management) Regulation 1996 (CEO's duties as to financial management) and Regulation 17 of the Local Government (Audit) Regulations 1996 (CEO to review certain systems and procedures).

**Financial Implications**

The Internal Audit function (Paxon) has a budget of \$40,000 for the 2023/24 financial year, and it is anticipated that a budget of a similar amount is to be adopted for future years. Officers' effort to undertake the improvements and report on progress has not been estimated.

The fee for finalising the External Audit for the 2022/23 Annual Financial Statements is estimated at around \$85,000 (excl GST) an amount of \$73,000 was included in the budget, however a budget adjustment of \$12,000 will be required in due course.

Officers' ongoing effort to undertake the improvements and report on progress has not been estimated.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<p><b>Legislative Breach</b></p> <p>Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation</p>
<b>Risk rating</b>	Medium
<b>Mitigation and actions</b>	<p>Quarterly reporting of progress on the Audit Register to the Audit, Risk and Governance Committee and Council. In the report, Officer comments on actions taken and progressive completion of Actions are noted. Actions which are 100% complete are closed out and reported to the Audit, Risk and Governance Committee. There is no future reported on closed out actions.</p>

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.1 Foster effective governance with honesty and integrity and quality decision making to deliver community priorities

### Attachments

**7.3 (a):**                      Audit Register (*Confidential*)



## 7.4 2022/23 ANNUAL FINANCIAL STATEMENTS (EXTERNAL) AUDIT INTERIM REPORT

File Ref: D-23-40224  
Author(s): Abrie Lacock, Manager Finance  
Reporting Officer(s): Garry Adams, Director Corporate Services

### Summary

This report tables the Interim Audit report, referred to as a Management Letter from the Office of the Auditor General relating to the 2022/23 Annual Financial Statements. The Management letter include a single finding, risk rating, recommendation and management comment. It is recommended the finding be accepted, added to the City's Audit Register, with commentary on progress of resolution to be reported at each Committee Meeting. Mr Steven Hoar Director, Office of the Auditor General will be in attendance to discuss the content of the Management Letter.

### Officer Recommendation AND COMMITTEE RECOMMENDATION

**Moved:** Ms Shona Zulsdorf  
**Seconded:** Mayor Greg Milner

That the Audit, Risk and Governance Committee recommends to Council that it:

1. Notes and accepts the Interim Management Letter **Confidential Attachment (a)**;
2. Includes the finding in the Audit Register.

**CARRIED (8/0).**

**For:** Mayor Greg Milner, Councillors André Brender-A-Brandis, Mary Choy, Blake D'Souza, Ken Manolas, Jennifer Nevard and Stephen Russell, Ms Shona Zulsdorf.

**Against:** Nil.

### Background

The External Audit, also known as Financial Audits or Audit of the Annual Financial Statements are conducted separately from Internal Audit. Internal Audit focuses on improving systems and processes, from a risk based approach. External Audit focuses on providing an objective independent examination of the financial statements prepared by the City, increasing the value and user confidence in the financial statements.

The *Local Government Amendment (Auditing) Act 2017* made legislative changes to the *Local Government Act 1995* to provide for the auditing of local governments by the Auditor General. The Act allows the Auditor General to contract out some or all of the financial audits, but all audits will be the responsibility of the Auditor General.

The changes also allow for the Auditor General to undertake performance audits that focus on the economy, efficiency and effectiveness of any aspect of local government operations.

These performance audits are akin to the Internal Audit function undertaken by the City's Internal Auditor (Paxon). Therefore the WA Auditor General may undertake both External and Internal Audits.

Following on from the last five years, the Office of the Auditor General (OAG) performed the City of South Perth 2022/23 Annual Financial Statements external audit. The external audits occur in two steps, the first being an Interim Audit, with the final stage being the Audit work to attest the balances and notes that comprise the Annual Financial Statements.

All Audit recommendations, as well as the progress relating to the implementation of the opportunities for improvement will be incorporated within the City's Business Planning Process, to ensure continuous improvement. Progress will be monitored by management, this Committee and Council.

### **Comment**

In June and July 2023, the Interim Audit was conducted, with the Interim Audit Management Letter **Confidential Attachment (a)** being produced. It includes a single finding, risk rating, recommendation and management comment.

The detail is included in the confidential attachment. This report is presented for the Committee's consideration.

This finding was also reported on last year, significant improvement has been noted and officers recommend the finding be included in the Audit Register.

### **Consultation**

Nil.

### **Policy and Legislative Implications**

*Local Government Act 1995* and Regulations.

### **Financial Implications**

The fee for finalising the External Audit for the 2022/23 Annual Financial Statements is estimated at around \$85,000 (excl GST) an amount of \$73,000 was included in the budget, however a budget adjustment of \$12,000 will be required in due course.

Officers' ongoing effort to undertake the improvements and report on progress has not been estimated.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Legislative Breach</b> Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	Compliance with the <i>Local Government Act 1995</i> .

### Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.4 Maintain a culture of continuous improvement

### Attachments

<b>7.4 (a):</b>	Interim Management Letter City of South Perth 30 June 2023 <i>(Confidential)</i>
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## 7.5 1SYSTEM PROJECT UPDATE

*This item is considered **confidential** in accordance with section 5.23(2)(c) of the Local Government Act 1995 as it contains information relating to "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting"*

File Ref: D-23-37728  
 Author(s): Jeff Jones, 1System Project Manager  
 Reporting Officer(s): Garry Adams, Director Corporate Services

### Summary

This is the 20<sup>th</sup> report to the Audit, Risk and Governance Committee (ARGC) providing an update on the 1System Project.

This report describes delivery of the final phase (3C), of the 1System implementation project, the City's Rating module.

Current planning sees the Rating module going live between the 13<sup>th</sup> of November and 18<sup>th</sup> December this year and we have this aligned with the upgrade to 2023B.

In parallel to this, we will also Go-Live with the Pools, Archival Searches and Verge & Crossover Bonds modules, along with the final phase of the Health module.

### Officer Recommendation AND COMMITTEE RECOMMENDATION

**Moved:** Ms Shona Zulsdorf  
**Seconded:** Mayor Greg Milner

That the Audit, Risk and Governance Committee notes the progress of the 1System Project and the adjustment to timelines and budget.

**CARRIED (8/0).**

**For:** Mayor Greg Milner, Councillors André Brender-A-Brandis, Mary Choy, Blake D'Souza, Ken Manolas, Jennifer Nevard and Stephen Russell, Ms Shona Zulsdorf.

**Against:** Nil.

**8. OTHER RELATED BUSINESS**

Nil.

**9. CLOSURE**

The Presiding Member declared the meeting closed at 6.48pm.

These Minutes were confirmed at the next Audit, Risk and Governance  
Committee Meeting yet to be determined.

Signed: \_\_\_\_\_

Presiding Member at the meeting at which the Minutes were confirmed.