1. Purpose & Scope

1.1 Under the *Local Government Act 2009* and the *Local Government Regulation 2012*, Charters Towers Regional Council (Council) is able to establish an Audit and Risk Committee (the Committee) to contribute to the improved performance of the organisation by enhancing the quality of governance.

1.2 The Audit and Risk Committee Policy and the associated Audit and Risk Committee Terms of Reference provide the governance framework for the Committee. This Policy should be read in conjunction with the associated Terms of Reference to avoid duplication.

2. Commencement of Policy

2.1 This Policy will commence from 11 December 2024.

3. Application Of Policy

3.1 This Policy applies to Councillors, employees and external representatives appointed to participate in the Committee.

4. Definitions

Term	Definition
Audit and Risk Committee	An independent review and specialist governance advisory committee of Council, comprising Councillors and qualified external independent member(s), who will oversee and monitor the operations of internal and external audit, Council's Strategic and other Operations, its Governance Frameworks, and Key Risk and Controls.
Internal Audit	Internal Audit is the assessment and evaluation of control measures that the local government has adopted, or is to adopt, and to manage the risks (operational, strategic, financial, compliance risks) to which the local government is exposed.

5. Policy Provisions

Council is committed to an open and accountable system of governance. In accordance with the *Local Government Act 2009,* Council is required to establish an efficient and effective Internal Audit function.

The Committee, maintained by Council, will establish a Terms of Reference to regulate and guide its activities. While the Terms of Reference are established by the Committee, Council has the right to implement changes if required.

The Committee will operate in accordance with the Audit and Risk Committee Terms of Reference and all relevant legislation.

5.1. **Composition of the Audit and Risk Committee:**

- *Members:* The Audit and Risk Committee's membership will comprise of an external Chair and two Councillors (Members). Nominated Council representatives are the Mayor and the Deputy-Mayor, the proxy Member is the Portfolio Councillor.

- *Advisors:* Representatives from the Queensland Audit Office, internal auditors, and external auditors may attend the meetings as "Advisors" but are not members of the Committee.

- *Observers:* Councillors (who are not Members of the Audit and Risk Committee), the Chief Executive Officer, Executive Leadership Team members, and Officers (as determined by the Chief Executive Officer) attend the meetings as "Observers" but are not members of the Committee.

- *Invitees:* Other stakeholders may attend from time to time by invitation as "Invitees". The Committee must meet at least three times each year. Responsibilities of the Committee are as those set out in the Audit and Risk Committee Terms of Reference (D0062). This Policy must therefore be read in conjunction with those Terms of Reference.

6. Variations

6.1   Council reserves the right to vary, replace or terminate this Policy from time to time.

Associated Documents

- *Local Government Act 2009.*
- *Local Government Regulation 2012.*
- *Statutory Bodies Financial Arrangements Act 1982.*
- *Queensland Audit Office publication "Audit and Risk Committee Guidelines – Improving Accountability and Performance" June 2012.*
- 2023-2033 Community Strategic Plan.
- D0062 Audit & Risk Committee Terms of Reference.
- S0040 Internal Audit Policy & Charter.
- STRAT0062 Audit & Risk Committee Annual Work Plan.

The document is to be reviewed upon changes to relevant legislation, or every two years if no changes have been required to be enacted.

Document Review			
Date Adopted by Council	11 December 2024	**Council Resolution**	4393
Date Adopted by ELT	9 December 2024	**Next Review Date**	August 2026
ECM No.	1209111	**Document Contact**	Executive Services Manager