



# **MINUTES**

## **Risk Management & Audit Committee Meeting**

**Friday, 19 April 2024**

**Date: Friday, 19 April 2024**

**Time: 9.00am**

**Location: Meeting Room 1 Bidjpidji  
Level 1, Civic Centre  
Harry Chan Avenue, Darwin**

**MINUTES OF CITY OF DARWIN  
RISK MANAGEMENT & AUDIT COMMITTEE MEETING  
HELD AT THE MEETING ROOM 1 BIDJPIDJI, LEVEL 1, CIVIC CENTRE, HARRY CHAN  
AVENUE, DARWIN  
ON FRIDAY, 19 APRIL 2024 AT 9.00AM**

**PRESENT:**

Chair Roland Chin  
Councillor Brian O'Gallagher  
Councillor Ed Smelt  
Member George Araj  
Member Sanja Hill  
Member Joe McCabe

**OFFICERS**

Chris Kelly (Executive Manager Corporate and Customer Service)  
Alice Percy (General Manager Innovation)  
Alexandra Vereker (A/General Manager Corporate)  
Nik Kleine (Executive Manager Infrastructure)  
Irene Frazis (Executive Manager Finance)  
Brooke Prince (Risk Management Supervisor)

**APOLOGY:**

Councillor Jimmy Bouhoris

**GUESTS:**

**Order of Business**

<b>1</b>	<b>Meeting Declared Open .....</b>	<b>4</b>
<b>2</b>	<b>Apologies and Leave of Absence .....</b>	<b>4</b>
<b>3</b>	<b>Electronic Meeting Attendance.....</b>	<b>4</b>
<b>4</b>	<b>Declaration of Interest of Members and Staff .....</b>	<b>5</b>
<b>5</b>	<b>Confirmation of Previous Minutes .....</b>	<b>6</b>
<b>6</b>	<b>Action Reports .....</b>	<b>6</b>
6.1	Monthly Financial Reports: January - February 2024 .....	6
6.2	Review of Investment Policy.....	6
6.3	Review of Asset Management Plan - Land Under Roads .....	6
6.4	Risk Review and Assessment - April 2024 .....	7
<b>7</b>	<b>Questions by Members .....</b>	<b>7</b>
<b>8</b>	<b>General Business.....</b>	<b>7</b>
<b>9</b>	<b>Closure of Meeting to the Public .....</b>	<b>7</b>

## 1 MEETING DECLARED OPEN

### COMMITTEE RESOLUTION RMAC020/24

Moved: Councillor Brian O'Gallagher

Seconded: Member Sanja Hill

The Chair declared the meeting open at 9.06 am.

### ACKNOWLEDGEMENT OF COUNTRY

We the members of City of Darwin acknowledge that we are meeting on Larrakia Country.

We recognise and pay our respects to all Larrakia people, Traditional Owners and Custodian Elders of the past and present.

We support emerging Larrakia leaders now and into the future.

We are committed to working together with all Larrakia to care for this land and sea for our shared future.

**CARRIED 6/0**

## 2 APOLOGIES AND LEAVE OF ABSENCE

### COMMITTEE RESOLUTION RMAC021/24

Moved: Councillor Brian O'Gallagher

Seconded: Member Sanja Hill

THAT the apology from Councillor Jimmy Bouhoris be received and noted.

**CARRIED 6/0**

## 3 ELECTRONIC MEETING ATTENDANCE

### 3.1 ELECTRONIC MEETING ATTENDANCE GRANTED

### COMMITTEE RESOLUTION RMAC022/24

Moved: Chair Roland Chin

Seconded: Member Sanja Hill

THAT The Committee note that pursuant to Section 98 (3) of the Local Government Act the following members were granted permission for Electronic Meeting Attendance at this Risk Management and Audit Committee Meeting held on Friday, 19 April 2024:

- Member Joe McCabe

**CARRIED 6/0**

### **3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED**

Nil

## **4 DECLARATION OF INTEREST OF MEMBERS AND STAFF**

### **4.1 DECLARATION OF INTEREST BY MEMBERS**

#### **RECOMMENDATIONS**

Member Roland Chin made the following Declarations (updated 20/10/23):

- A. Treasurer of St John Ambulance Australia (NT) Inc.; Director of SJA (NT) Endowment Company Pty Ltd as trustee for The St John Ambulance (NT) Endowment Trust; Director of St John Ambulance Australia NT Holdings Pty Ltd; St John Ambulance Australia Ltd – Finance, Audit & Risk subcommittee
- B. President of Chung Wah Society Inc
- C. Chair of Audit and Risk Committee of Venture Housing Company Limited
- D. Chair of Audit, Risk and Compliance Committee of Charles Darwin University
- E. Tiwi Land Council Audit Committee.

Councillor Jimmy Bouhoris made the following Declarations (25/06/21):

- A. any items relating to PowerWater

Councillor Brian O’Gallagher made the following Declaration (19/04/24)

- A. pre-selection for the seat of Karama at the upcoming NT Election

Councillor Ed Smelt made the following Declarations (20/10/2023):

- A. any items relating to Department of Infrastructure, Planning and Logistics, NTG

Member Sanja Hill advised of the following representations (updated 19/04/24):

- A. any items relating to Department of the Attorney-General and Justice NTG

Member Joe McCabe made the following Declarations (20/10/2023):

- A. any items relating to Alice Springs Town Council.

### **4.2 DECLARATION OF INTEREST BY STAFF**

Nil

## 5 CONFIRMATION OF PREVIOUS MINUTES

### COMMITTEE RESOLUTION RMAC023/24

Moved: Member George Araj

Seconded: Councillor Ed Smelt

THAT the minutes of the Risk Management & Audit Committee Meeting held on 23 February 2024 be confirmed.

**CARRIED 6/0**

## 6 ACTION REPORTS

### 6.1 MONTHLY FINANCIAL REPORTS: JANUARY - FEBRUARY 2024

#### COMMITTEE RESOLUTION RMAC024/24

Moved: Member George Araj

Seconded: Member Sanja Hill

THAT the report entitled Monthly Financial Reports: January – February 2024 be received and noted.

**CARRIED 6/0**

### 6.2 REVIEW OF INVESTMENT POLICY

#### COMMITTEE RESOLUTION RMAC025/24

Moved: Member Sanja Hill

Seconded: Member George Araj

1. THAT the report entitled Review of Investment Policy be received and noted.
2. THAT the Committee recommends that Council adopts the amended Investment Policy 3301.100.E.R at **Attachment 2**.

**CARRIED 6/0**

### 6.3 REVIEW OF ASSET MANAGEMENT PLAN - LAND UNDER ROADS

#### COMMITTEE RESOLUTION RMAC026/24

Moved: Councillor Ed Smelt

Seconded: Member Sanja Hill

THAT the report entitled Asset Management Plan – Land Under Roads, be received and noted.

**CARRIED 6/0**

**6.4 RISK REVIEW AND ASSESSMENT - APRIL 2024****COMMITTEE RESOLUTION RMAC027/24**

Moved: Member George Araj

Seconded: Member Sanja Hill

THAT the report entitled Risk Review and Assessment April 2024 be received and noted.

**CARRIED 6/0**

**7 QUESTIONS BY MEMBERS**

Nil

**8 GENERAL BUSINESS**

Nil

**9 CLOSURE OF MEETING TO THE PUBLIC****RECOMMENDATIONS**

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

**RECOMMENDATIONS**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the *Local Government Act 2019*:

**12.1 ICT Roadmap - Update on Progress**

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

**12.2 Shoal Bay Waste Management Facility - Update April 2024**

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

**12.3 Audit closing Report 2022/23 Observations Update**

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

**12.4 2023/24 Annual Financial Statements - Audit Work Plan**

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

**12.5 Unclaimed Money Policy**

This matter is considered to be confidential under Section 99(2) - 51(d) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information subject to an obligation of confidentiality at law, or in equity.

**12.6 Update on Internal Audit - April 2024**

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

**12.7 Notification Register - period ending 31 March 2024**

This matter is considered to be confidential under Section 99(2) - 51(a) and 51(f) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual and subject to subregulation 51(2) – information in relation to a complaint of a contravention of the code of conduct.



**The Meeting closed at 10.31am.**

**The minutes of this meeting were confirmed at the Risk Management & Audit Committee held on 28 June 2024.**

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**CHAIR**