



MINUTES

Information Communication Technology Steering Committee Meeting

Wednesday, 13 November 2024

Date: Wednesday, 13 November 2024

Time: 1:30pm

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

**MINUTES OF CITY OF DARWIN
INFORMATION COMMUNICATION TECHNOLOGY STEERING COMMITTEE MEETING
HELD AT THE BIDJPIDJI MEETING ROOM (MEETING RM 1), LEVEL 1, CIVIC CENTRE,
HARRY CHAN AVENUE, DARWIN
ON WEDNESDAY, 13 NOVEMBER 2024 AT 1:30PM**

PRESENT:

Chair Neil Glentworth
Councillor Jimmy Bouhoris
Member Roland Chin
Member Sarah Hicks
Member Tim Woods

OFFICERS

Simone Saunders (Chief Executive Officer)
Natalie Williamson (General Manager Corporate)
Alice Percy (General Manager Innovation)
Alexandra Vereker (Executive Manager Human Resources & Safety)
Brooke Prince (A/Executive Manager Corporate Services)
Michael Devlin (Manager Information and Communication Technology)

APOLOGY:

Nil

GUESTS:

Nil

Order of Business

1	Meeting Declared Open and Acknowledgement of Country	4
2	Apologies and Leave of Absence	4
3	Electronic Meeting Attendance.....	4
4	Declaration of Interest of Members and Staff	5
5	Confirmation of Previous Minutes	5
6	Action Reports	5
7	Questions by Members	5
8	General Business.....	5
9	Closure of Meeting to the Public	5

1 MEETING DECLARED OPEN AND ACKNOWLEDGEMENT OF COUNTRY

RECOMMENDATIONS

The Chair declared the meeting open at 1.31 pm.

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.

2 APOLOGIES AND LEAVE OF ABSENCE

Nil

3 ELECTRONIC MEETING ATTENDANCE

3.1 ELECTRONIC MEETING ATTENDANCE GRANTED

COMMITTEE RESOLUTION ISCCC011/24

Moved: Councillor Jimmy Bouhoris

Seconded: Member Sarah Hicks

THAT the Committee note that pursuant to Section 98 (3) of the Local Government Act, the following member(s) were granted permission for Electronic Meeting Attendance at this Information Communication Technology Steering Committee meeting held on Wednesday 13 November 2024:

- Member Tim Wood

CARRIED 5/0

3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED

COMMITTEE RESOLUTION ISCCC012/24

Moved: Member Sarah Hicks

Seconded: Councillor Jimmy Bouhoris

THAT the Committee note that pursuant to Section 95 (3) of the *Local Government Act 2019*, the following Councillors request Electronic Meeting Attendance:

- Member Roland Chin

CARRIED 5/0

4 DECLARATION OF INTEREST OF MEMBERS AND STAFF

4.1 DECLARATION OF INTEREST BY MEMBERS

Nil

4.2 DECLARATION OF INTEREST BY STAFF

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION ISCCC013/24

Moved: Councillor Jimmy Bouhoris

Seconded: Member Sarah Hicks

THAT the minutes of the Information Communication Technology Steering Committee Meeting held on 22 August 2024 be confirmed.

CARRIED 5/0

6 ACTION REPORTS

Nil

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 Artificial Intelligence Policy

This matter is considered to be confidential under Section 99(2) - 51(c)(iii) 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 prejudice the security of the council, its members or staff.

12.2 Server Update

This matter is considered to be confidential under Section 99(2) - 51(c)(iii) 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 prejudice the security of the council, its members or staff.

12.3 ICT Roadmap - Procurement Approach

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.

ADJOURNMENT OF MEETING

COMMITTEE RESOLUTION ISCCC004/24

Moved: Councillor Jimmy Bouhoris

Seconded: Member Sarah Hicks

THAT the open section of the meeting be adjourned at 1:35 pm.

CARRIED 5/0

THAT the chair declared the meeting closed at 3:25 pm.

The minutes of this meeting were confirmed at the Information Communication Technology Steering Committee held on 13 March 2025.

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CHAIR