

Minutes

Risk Management & Audit Committee Meeting

Friday, 17 October 2025



**MINUTES OF CITY OF DARWIN
RISK MANAGEMENT & AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS DARRANDIRRA, LEVEL 1, CIVIC CENTRE, HARRY
CHAN AVENUE, DARWIN
ON FRIDAY, 17 OCTOBER 2025 AT 9:00 AM**

PRESENT:

Chairperson Roland Chin
Councillor Jimmy Bouhoris
Councillor Mick Palmer
Member Sanja Hill
Member Tanya Jacobs
Member Shara Reid

OFFICERS:

General Manager Corporate, Natalie Williamson
General Manager Innovation, Alice Percy
Executive Manager Environment and Waste Services, Nick Fewster
Executive Manager Finance, Irene Frazis
Executive Manager Corporate and Customer Service, Silke Maynard
Executive Manager HR and Safety, Alexandra Vereker
Manager Risk and Customer Experience, Brooke Prince

APOLOGY:

Councillor Ed Smelt
Chief Executive Officer, Simone Saunders

GUESTS:

Nil

Order of Business

1	Acknowledgement of Country	4
2	Meeting Declared Open	4
3	Apologies and Leave of Absence	4
4	Electronic Meeting Attendance	4
5	Declaration of Interest of Members and Staff	5
6	Confirmation of Previous Minutes	5
7	Moving of Items	6
7.1	Moving of Items into Confidential	6
7.2	Moving of Confidential Items Into Open.....	6
7.3	Moving Confidential Items to open at the Conclusion of the Meeting.....	6
8	Deputations and Briefings	8
8.1	Deputations and Briefings	8
9	Officer Reports	8
9.1	Proposed Meeting Dates and Report Schedule 2026	8
9.2	Review of Risk Management Policy	9
9.3	Interim Monthly Financial Reports - June to August 2025.....	9
10	Member Reports	9
11	General Business	9
11.1	General Business.....	9
12	Closure of Meeting to the Public	9
13	Closure/Adjournment of Meeting	11

1 ACKNOWLEDGEMENT OF COUNTRY

City of Darwin acknowledges that we are living and working on Larrakia Country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future. City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.

2 MEETING DECLARED OPEN

RECOMMENDATIONS

The Chair declared the meeting open at 9:02am.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

RECOMMENDATIONS

THAT the apology from Councillor Ed Smelt be received.

3.2 LEAVE OF ABSENCE GRANTED

Nil

3.3 LEAVE OF ABSENCE REQUESTED

Nil

4 ELECTRONIC MEETING ATTENDANCE

4.1 ELECTRONIC ATTENDANCE GRANTED

RECOMMENDATIONS

THAT the Committee note that pursuant to Section 95 (43) of the *Local Government Act 2019*, the following member(s) was granted permission for Electronic Meeting Attendance:

- Shara Reid

4.2 ELECTRONIC ATTENDANCE REQUESTED

Nil

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

5.1 DECLARATION OF INTEREST BY MEMBERS

RECOMMENDATIONS

1. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Member Tanya Jacobs, declared the following Standing Conflicts of Interests:
 - Chair of Risk Management and Audit committee for the Darwin Turf Club
 - Board member of the Dawin Turf Club
 - Senior Manager Risk, Compliance and Internal Audit Power and Water Corporation
2. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Councillor Jimmy Bouhoris, declared a Standing Conflict of Interest in any items relating to Power and Water Corporation.
3. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Member Shara Reid declared a Standing Conflict of Interest as a member of Audit and Risk Management Committee for the Department of Justice and Attorney-General Queensland.
4. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Member Sanja Hill, declared a Standing Conflict of Interest as a board member of Melaluca Australia .
5. THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Chairperson Roland Chin, declared the following Standing Conflicts of Interests:
 - President of Chung Wah Society Inc.
 - Member of Audit and Risk Committee for Venture Housing Company limited
 - Chair of Audit Risk and Compliance Committee for Charles Darwin University
 - Member of Audit Committee for Tiwi Land Council

5.2 DECLARATION OF INTEREST BY STAFF

Nil

6 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION RMAC038/25

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Mick Palmer

THAT the minutes of the Risk Management & Audit Committee Meeting held on 11 July 2025 be confirmed.

CARRIED 6/0

7 MOVING OF ITEMS

7.1 MOVING OF ITEMS INTO CONFIDENTIAL

Nil

7.2 MOVING OF CONFIDENTIAL ITEMS INTO OPEN

Nil

7.3 MOVING CONFIDENTIAL ITEMS TO OPEN AT THE CONCLUSION OF THE MEETING

17.1 AUDITED ANNUAL FINANCIAL STATEMENTS FOR YEAR ENDED 30 JUNE 2025

COMMITTEE RESOLUTION RMAC044/25

Moved: Member Sanja Hill

Seconded: Member Shara Reid

1. THAT the report entitled Audited Financial Statements for the Year Ended 30 June 2025 be received and noted.
2. THAT the Risk Management and Audit Committee recommend that the Draft Financial Statements for the Year Ended 30 June 2025 are suitable for certification by the Chief Executive Officer for inclusion in the Annual Report 2024/2025 and presented to Council.
3. THAT the Draft Audit Closing Report, inclusive of the Management responses, be received and noted.
4. THAT the Financial Reports and Financial Tables, to be included in the Annual Report 2024/25, be received and noted.
5. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293(1) of the *Local Government Act 2019*.
6. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 6/0

17.2 RISK MANAGEMENT SUPPORTING DOCUMENTATION
--

COMMITTEE RESOLUTION RMAC045/25

Moved: Member Tanya Jacobs

Seconded: Councillor Mick Palmer

1. THAT the report entitled Risk Management Supporting Documentation be received and noted.
2. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293(1) of the *Local Government Act 2019*.
3. THAT the documents remain confidential and that this decision be moved into Open at the

end of the meeting.

CARRIED 6/0

17.3 RISK REVIEW AND ASSESSMENT - OCTOBER 2025

COMMITTEE RESOLUTION RMAC046/25

Moved: Member Sanja Hill

Seconded: Councillor Mick Palmer

1. THAT the report entitled Risk Review and Assessment - October 2025 be received and noted.
2. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293(1) of the *Local Government Act 2019*.
3. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 6/0

17.4 CORPORATE SERVICES QUARTERLY REPORT - JULY TO SEPTEMBER 2025

COMMITTEE RESOLUTION RMAC047/25

Moved: Councillor Jimmy Bouhoris

Seconded: Member Sanja Hill

1. THAT the report entitled Corporate Services Quarterly Report - July to September 2025 be received and noted.
2. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293(1) of the *Local Government Act 2019*.
3. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 6/0

17.5 CITY OF DARWIN DRAFT ANNUAL REPORT 2024/25

COMMITTEE RESOLUTION RMAC048/25

Moved: Councillor Mick Palmer

Seconded: Member Sanja Hill

1. THAT the report entitled City of Darwin Draft Annual Report 2024/25 be received and noted
2. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293(1) of the *Local Government Act 2019*.
3. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 6/0

17.6 INTERNAL AUDIT UPDATE

COMMITTEE RESOLUTION RMAC049/25

Moved: Councillor Jimmy Bouhoris

Seconded: Member Tanya Jacobs

1. THAT the report entitled Internal Audit Update be received and noted.
2. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293(1) of the *Local Government Act 2019 (NT)*.
3. THAT the documents remain confidential, and that this decision be moved into Open at the end of the meeting.

CARRIED 6/0

17.7 SHOAL BAY WASTE MANAGEMENT FACILITY - UPDATE OCTOBER 2025

COMMITTEE RESOLUTION RMAC050/25

Moved: Councillor Mick Palmer

Seconded: Member Tanya Jacobs

1. THAT the report entitled Shoal Bay Waste Management Facility - Update October 2025 be received and noted.
2. THAT this report and any attachments be deemed confidential documents and be treated as such in accordance with Section 293 (1) of the *Local Government Act 2019*.
3. THAT the documents remain confidential, and that this decision be moved into Open at the end of the meeting.

CARRIED 5/0

8 DEPUTATIONS AND BRIEFINGS

8.1 DEPUTATIONS AND BRIEFINGS

Nil

9 OFFICER REPORTS

9.1 PROPOSED MEETING DATES AND REPORT SCHEDULE 2026

COMMITTEE RESOLUTION RMAC039/25

Moved: Member Tanya Jacobs

Seconded: Chairperson Roland Chin

1. THAT the report entitled Proposed Meeting Dates and Report Schedule - 2026 be received and noted.
2. THAT the Risk Management and Audit Committee endorse the Proposed Meeting Dates and Report Schedule 2026.

CARRIED 6/0

The Committee noted that the risk review will remain for each RMAC and noted their preference for a standing report on the Civic Centre Redevelopment project.

9.2 REVIEW OF RISK MANAGEMENT POLICY

COMMITTEE RESOLUTION RMAC040/25

Moved: Member Sanja Hill

Seconded: Councillor Jimmy Bouhoris

1. THAT the report entitled Review of Risk Management Policy be received and noted.
2. THAT the Risk Management and Audit Committee recommends that Council endorse Policy 2310.100.E.R. Risk Management Policy at **Attachment 2**.

CARRIED 6/0

9.3 INTERIM MONTHLY FINANCIAL REPORTS - JUNE TO AUGUST 2025

COMMITTEE RESOLUTION RMAC041/25

Moved: Councillor Mick Palmer

Seconded: Member Sanja Hill

THAT the report entitled Monthly Financial Reports - June to August 2025 be received and noted.

CARRIED 6/0

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

11.1 GENERAL BUSINESS

Nil

12 CLOSURE OF MEETING TO THE PUBLIC

RECOMMENDATIONS

THAT pursuant to Section 99 (2) of the *Local Government Act 2019* and Regulation 8 of the *Local Government (General) Regulations* the meeting be closed to the public to consider the Confidential Items of the Agenda.

RECOMMENDATIONS

That the Committee 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*:

17.1 Audited Annual Financial Statements for Year Ended 30 June 2025

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local

Government Act, and the Committee 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.

17.2 Risk Management Supporting Documentation

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

17.3 Risk Review and Assessment - October 2025

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

17.4 Corporate Services Quarterly Report - July to September 2025

This matter is considered to be confidential under Section 99(2) - 51(c)(i) and 51(c)(iv) of the Local Government Act, and the Committee 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 and information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

17.5 City of Darwin Draft Annual Report 2024/25

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Committee 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.

17.6 Internal Audit Update

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

17.7 Shoal Bay Waste Management Facility - Update October 2025

This matter is considered to be confidential under Section 99(2) - 51(a) and 51(c)(iv) of the Local Government Act, and the Committee 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 information that would, if publicly disclosed, be likely to subject to subregulation 51(3) – prejudice the interests of the council or some other person.

13 CLOSURE/ADJOURNMENT OF MEETING

RECOMMENDATIONS

THAT the open section of the meeting be adjourned at 9:53 am.

THAT the open section of the meeting be resumed at 12:35 pm.

THAT the chair declared the meeting closed at 12:35 pm.

The minutes of this meeting were confirmed at the Risk Management & Audit Committee Meeting held on TBA

.....
CHAIR