



MINUTES

Risk Management & Audit Committee Meeting

Friday, 17 June 2022

**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 JUNE 2022 AT 9.00AM**

PRESENT: Chair Roland Chin, Councillor Jimmy Bouhoris, Councillor Brian O'Gallagher, Member Ninad Sinkar,

OFFICERS: Simone Saunders (Interim Chief Executive Officer); Chris Kelly (Acting General Manager Corporate); Irene Frazis (Acting Executive Manager Finance); Iain MacPherson (Senior Accountant); Nik Kleine (Executive Manager Infrastructure); James Ryan (Manager Emergency Planning and Response); Shane Coleman (Acting Executive Manager Environment, Climate & Waste Services); Brooke Prince (Senior Risk and Assurance Advisor).

APOLOGY: Member Shane Smith, Member Sanja Hill, Councillor Morgan Rickard

GUESTS:

Order Of Business

1	Meeting Declared Open	3
2	Apologies and Leave of Absence	3
3	Electronic Meeting Attendance	3
4	Declaration of Interest of Members and Staff	3
5	Confirmation of Previous Minutes	4
6	Action Reports	5
6.1	Update on Emergency Management - June 2022	5
6.2	2021/22 Annual Financial Statements - Audit Work Plan.....	5
6.3	Risk Review and Assessment - June 2022.....	5
6.4	Update on Internal Audit Plan - June 2022	5
7	Questions by Members	6
8	General Business.....	6
8.1	Demonstration - YourDarwin	
9	Closure of Meeting to the Public	6

1 MEETING DECLARED OPEN

RECOMMENDATIONS

The Chair declared the meeting open at 9.10 am.

2 APOLOGIES AND LEAVE OF ABSENCE

COMMITTEE RESOLUTION RMAC024/22

Moved: Member Ninad Sinkar

Seconded: Councillor Brian O'Gallagher

THAT the apology from Member Shane Smith be received.

THAT the apology from Member Sanja Hill be received.

THAT the apology from Councillor Morgan Rickard be received.

CARRIED 4/0

3 ELECTRONIC MEETING ATTENDANCE

3.1 ELECTRONIC MEETING ATTENDANCE GRANTED

COMMITTEE RESOLUTION RMAC025/22

Moved: Chair Roland Chin

Seconded: Councillor Brian O'Gallagher

THAT the Committee note that pursuant to Section 98 (3) of the Local Government Act, the following member(s) was granted permission for Electronic Meeting Attendance at this Risk Management and Audit Committee Meeting, 17 June 2022:

- Member Ninad Sinkar

CARRIED 4/0

3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED

RECOMMENDATIONS

Nil

4 DECLARATION OF INTEREST OF MEMBERS AND STAFF

4.1 DECLARATION OF INTEREST BY MEMBERS

RECOMMENDATIONS

- A. Mr Shane Smith – in his role as Commercial Manager of Gold Medal Services, a Director of Territory Tarmac Rally and an Executive Director of Assurance Advisory (23/10/20)
- B. Mr Shane Smith Director of Territory Tarmac Rally, an event which will require engagement and support from City of Darwin. (27/11/20)
- C. Mr Shane Smith advised that he is no longer an Executive Director of Assurance Advisory. (27/11/20).

Member Roland Chin made the following Declarations:

- A. Treasurer of St John Ambulance Australia(NT) Inc.; Trustee Director of 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. Northern Territory General Practice Education Ltd – Finance and Audit Committee
- D. Chair of Audit and Risk Committee of Venture Housing Company Limited
- E. Chair of Audit, Finance & Risk Committee of Larrakia National Aboriginal Corporation.

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

- A. Any items relating to PowerWater.

Member Sanja Hill advised of the following representations (29/10/21):

- A. Currently providing advisory services to NTG and MACC.

4.2 DECLARATION OF INTEREST BY STAFF**RECOMMENDATIONS**

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION RMAC026/22

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Jimmy Bouhoris

That the minutes of the Risk Management & Audit Committee Meeting held on 29 April 2022 be confirmed.

CARRIED 4/0

6 ACTION REPORTS

6.1 UPDATE ON EMERGENCY MANAGEMENT - JUNE 2022

COMMITTEE RESOLUTION RMAC027/22

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Brian O'Gallagher

1. THAT the report entitled Update on Emergency Management be received and noted.

CARRIED 4/0

6.2 2021/22 ANNUAL FINANCIAL STATEMENTS - AUDIT WORK PLAN

COMMITTEE RESOLUTION RMAC028/22

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Brian O'Gallagher

1. THAT the report entitled 2021/22 Financial Year Audit - Work Plan be received and noted.

CARRIED 4/0

6.3 RISK REVIEW AND ASSESSMENT - JUNE 2022

COMMITTEE RESOLUTION RMAC029/22

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Brian O'Gallagher

1. THAT the report entitled Risk Review and Assessment June 2022 be received and noted.

CARRIED 4/0

6.4 UPDATE ON INTERNAL AUDIT PLAN - JUNE 2022

COMMITTEE RESOLUTION RMAC030/22

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Brian O'Gallagher

1. THAT the report entitled Update on Internal Audit Plan – June 2022 be received and noted.

And further

2. THAT an update on the Internal Audit Schedule be provided at the October 2022 RMAC

meeting

CARRIED 4/0

7 QUESTIONS BY MEMBERS

RECOMMENDATIONS

THAT the following Questions by Members be received and noted.

Nil

8 GENERAL BUSINESS

COMMITTEE RESOLUTION RMAC031/22

Moved: Member Ninad Sinkar

Seconded: Councillor Brian O'Gallagher

8.1 Demonstration - YourDarwin

THAT the demonstration of YourDarwin be received & noted

NOTE:

Statistical data on usage of website be provided to RMAC members.

I/CEO advised that a report will be provided to RMAC upon completion of the IT Architectural Review (KPMG), which will incorporate recommendations. This will inform any decisions around the ongoing usage of the YourDarwin platform.

CARRIED 4/0

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:

12.1 Current Asset Management Plan Suite

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.

12.2 Shoal Bay Waste Management Facility - Update June 2022

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 Corporate Services Report: April 2022

This matter is considered to be confidential under Section 99(2) - 51(a) and 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 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.

12.4 Work Health & Safety Report - April 2022

This matter is considered to be confidential under Section 99(2) - 51(a) and 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 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.

12.5 Notification Register - June 2022

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 10.35am.

The minutes of this meeting were confirmed at the Risk Management & Audit Committee held on 21 October 2022.

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CHAIR