



MINUTES

Risk Management & Audit Committee Meeting

Friday, 25 February 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, 25 FEBRUARY 2022 AT 9.00AM**

PRESENT: Chair Roland Chin, Councillor Jimmy Bouhori, Councillor Brian O'Gallagher, Member Sanja Hill, Member Ninad Sinkar,

OFFICERS: Simone Saunders (Interim Chief Executive Officer); Chris Kelly, (A/GM Corporate); Russell Holden (EM Finance); James Ryan (Manager Emergency Planning & Response); Brooke Prince (Senior Risk & Assurance Advisor); Samantha Ratley (Planning & Performance Officer)

APOLOGY: Member Shane Smith, 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	Disaster Management Update / Cyclone Preparedness - February 2022	5
6.2	Risk Review and Assessment - February 2022	5
6.3	Update on Internal Audit Plan - February 2022.....	5
6.4	Local Government Act 2019 - February 2022 Update.....	5
6.5	Review of Investment Policy.....	6
7	Questions by Members	6
8	General Business.....	6
9	Closure of Meeting to the Public	6

1 MEETING DECLARED OPEN**RECOMMENDATIONS**

The Chair declared the meeting open at 9.05 am.

2 APOLOGIES AND LEAVE OF ABSENCE**COMMITTEE RESOLUTION RMAC001/22**

Moved: Chair Roland Chin

Seconded: Councillor Jimmy Bouhoris

THAT the apology from MEMBER Shane Smith be received.

THAT the apology from COUNCILLOR Morgan Rickard be received

.CARRIED 5/0

3 ELECTRONIC MEETING ATTENDANCE**3.1 ELECTRONIC MEETING ATTENDANCE GRANTED****COMMITTEE RESOLUTION RMAC002/22**

Moved: Councillor Jimmy Bouhoris

Seconded: Chair Roland Chin

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, 25 February 2022:

- Member Ninad Sinkar

CARRIED 5/0

3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED

Nil

G4 DECLARATION OF INTEREST OF MEMBERS AND STAFF**4.1 DECLARATION OF INTEREST BY MEMBERS**

- 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 Tourism Top End (TTE) with some governance advisory services. (ceased as per advice 24/02/22)~~
- B. currently providing advisory services to NTG and MACC.

4.2 DECLARATION OF INTEREST BY STAFF

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION RMAC003/22

Moved: Member Sanja Hill

Seconded: Councillor Brian O'Gallagher

That the minutes of the Risk Management & Audit Committee Meeting held on 29 October 2021 be confirmed.

CARRIED 5/0

6 ACTION REPORTS**6.1 DISASTER MANAGEMENT UPDATE / CYCLONE PREPAREDNESS - FEBRUARY 2022****COMMITTEE RESOLUTION RMAC004/22**

Moved: Member Sanja Hill

Seconded: Councillor Jimmy Bouhoris

1. THAT the report entitled Disaster Management Update / Cyclone Preparedness be received and noted.

CARRIED 5/0**6.2 RISK REVIEW AND ASSESSMENT - FEBRUARY 2022****COMMITTEE RESOLUTION RMAC005/22**

Moved: Member Ninad Sinkar

Seconded: Councillor Brian O'Gallagher

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

AMENDMENT: AND further

2. THAT examples of CAMMS reports be provided at the next RMAC meeting.

CARRIED 5/0**6.3 UPDATE ON INTERNAL AUDIT PLAN - FEBRUARY 2022****COMMITTEE RESOLUTION RMAC006/22**

Moved: Councillor Jimmy Bouhoris

Seconded: Member Sanja Hill

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

CARRIED 5/0**6.4 LOCAL GOVERNMENT ACT 2019 - FEBRUARY 2022 UPDATE****COMMITTEE RESOLUTION RMAC007/22**

Moved: Member Sanja Hill

Seconded: Member Ninad Sinkar

1. THAT the report entitled Local Government Act 2019 – February 2022 Update be received and noted.

)CARRIED 5/0

6.5 REVIEW OF INVESTMENT POLICY**COMMITTEE RESOLUTION RMAC008/22**

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Jimmy Bouhoris

1. THAT the report entitled Review of Investment Policy be received and noted.

Action: I/CEO / EMF to make administrative change to the Credit Rating Table contained with Investment Policy 024, as discussed, and table at Council for re-adoption

)CARRIED 5/0

7 QUESTIONS BY MEMBERS**RECOMMENDATIONS**

THAT the following Questions by Members be received and noted.

Nil

8 GENERAL BUSINESS**RECOMMENDATIONS**

8.1 Nil

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

THAT pursuant to Section 99 (2) of the Local Government Act and Regulation 51 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 Shoal Bay Waste Management Facility – Risk Assessment - February 2022 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.

12.2 Update On Asset Management - Including New Asset Management Information System, Asset Surveys and Service Levels

This matter is considered to be confidential under Section 99(2) - 51(e) 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 subject to subregulation 51(3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

12.3 Insurance Review

This matter is considered to be confidential under Section 99(2) - 51(c)(i) and 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 that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person and information subject to an obligation of confidentiality at law, or in equity.

12.4 Work Health & Safety Report - November 2021 to January 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 Corporate Services Report: November 2021 - January 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.

12.6 Notification Register - February 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 10.48 am.

The minutes of this meeting were confirmed at the Risk Management & Audit Committee held on 29 April 2022.

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CHAIR