



MINUTES

**Risk Management & Audit Committee
Meeting**

Friday, 21 April 2023

**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, 21 APRIL 2023 AT 9:00 AM**

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

OFFICERS: Simone Saunders (Chief Executive Officer), Steve Thacker (General Manager Corporate), Alice Percy (General Manager Innovation), Alexandra Vereker (Executive Manager HR and Safety), Chris Kelly (Executive Manager Corporate and Customer Service), Irene Frazis (Executive Manager Finance), Shane Nankivell (Financial Controller), Brooke Prince (Senior Risk & Assurance Advisor), Reece Ravlich (Manager Emergency Planning & Security)

APOLOGY: Councillor Morgan Rickard

GUESTS:

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1 MEETING DECLARED OPEN

COMMITTEE RESOLUTION RMAC013/23

Moved: Councillor Jimmy Bouhoris

Seconded: Member Sanja Hill

The Chair declared the meeting open at 9.03 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 RMAC014/23

Moved: Chair Roland Chin

Seconded: Member Sanja Hill

THAT the apology from Councillor Morgan Rickard be received and noted

.CARRIED 6/0

3 ELECTRONIC MEETING ATTENDANCE

3.1 ELECTRONIC MEETING ATTENDANCE GRANTED

COMMITTEE RESOLUTION RMAC015/23

Moved: Chair Roland Chin

Seconded: Councillor Jimmy Bouhoris

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, 21 April 2023:

- Member Ninad Sinkar

CARRIED 6/0

3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED

RECOMMENDATIONS

Nil

4 DECLARATION OF INTEREST OF MEMBERS AND STAFF**4.1 DECLARATION OF INTEREST BY MEMBERS****COMMITTEE RESOLUTION RMAC016/23**

Moved: Councillor Jimmy Bouhoris

Seconded: Member Sanja Hill

THAT the Committee note that pursuant to Section 107 of the Local Government Act, the following Declarations:

Member Shane Smith made the following Declarations

- 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 (administratively updated 16/02/23):

- 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. 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, Risk and Compliance Committee of Charles Darwin University
- F. Tiwi Land Council Audit Committee

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

- A. Any items relating to PowerWater.

Member Sanja Hill advised of the following representations (21/10/22):

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

.CARRIED 6/0

4.2 DECLARATION OF INTEREST BY STAFF

RECOMMENDATIONS

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION RMAC017/23

Moved: Member Sanja Hill

Seconded: Councillor Brian O'Gallagher

That the minutes of the Risk Management & Audit Committee Meeting held on 24 February 2023 be confirmed.

CARRIED 6/0

6 ACTION REPORTS

6.1 RISK REVIEW AND ASSESSMENT - APRIL 2023

COMMITTEE RESOLUTION RMAC018/23

Moved: Councillor Jimmy Bouhoris

Seconded: Member Sanja Hill

1. THAT the report entitled Risk Review and Assessment April 2023 be received and noted.

IN ADDITION

2. THAT the Chair requested (on behalf of the RMAC Committee) that it be Minuted that the Risk Management and Audit Committee are impressed with the progress made and that the reports being presented to the Committee now provide a much better level of comfort and clarity to RMAC members.

CARRIED 6/0

6.2 REVIEW OF INVESTMENT POLICY

COMMITTEE RESOLUTION RMAC019/23

Moved: Member Ninad Sinkar

Seconded: Councillor Brian O'Gallagher

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

2. THAT the Committee recommend that Council adopts the amended *Policy 0024 – Investment Policy*.

CARRIED 6/0

6.3 MONTHLY FINANCIAL REPORTS: JANUARY / FEBRUARY 2023**COMMITTEE RESOLUTION RMAC020/23**

Moved: Member Shane Smith

Seconded: Member Ninad Sinkar

1. THAT the report entitled Monthly Financial Reports: January / February 2023 be received and noted.

CARRIED 6/0

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**COMMITTEE RESOLUTION RMAC021/23**

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Brian O'Gallagher

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.

CARRIED 6/0

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 2022/23 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.

12.2 Audit Closing Report 2021/22 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.

12.3 Update on Internal Audit Plan - April 2023

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.

12.4 Shoal Bay Waste Management Facility - Update April 2023

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 Work Health & Safety Quarterly Report: January - March 2023

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 Corporate Services Quarterly Report: January - March 2023

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.

12.7 Notification Register - April 2023

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.

12.8 Enterprise Leadership Update

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

The Meeting closed at 9.42 am.

The minutes of this meeting were confirmed at the Risk Management & Audit Committee held on 23 June 2023.

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CHAIR