

Minutes

Information Communication Technology Steering Committee Meeting

Friday, 31 July 2026

Unconfirmed



**MINUTES OF CITY OF DARWIN
INFORMATION COMMUNICATION TECHNOLOGY STEERING COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS DARRANDIRRA, LEVEL 1, CIVIC CENTRE, HARRY
CHAN AVENUE, DARWIN
ON FRIDAY, 31 JULY 2026 AT 11:00 AM**

PRESENT:

Chairperson Neil Glentworth
Deputy Lord Mayor Jimmy Bouhoris
Community Member Roland Chin
Community Member Sarah Hicks
Community Member Tim Woods

OFFICERS:

Lord Mayor, Peter Styles
Chief Executive Officer, Simone Saunders
General Manager Corporate, Natalie Williamson
Executive Manager Corporate and Customer Service, Silke Maynard
ICT PMO Director, Peter Ferguson
Manager ICT, Jason Breland

APOLOGY:

Nil

GUESTS:

Nil

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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 11:04am.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

Nil

3.2 LEAVE OF ABSENCE GRANTED

Nil

3.3 LEAVE OF ABSENCE REQUESTED

Nil

4 ELECTRONIC MEETING ATTENDANCE

4.1 ELECTRONIC ATTENDANCE GRANTED

COMMITTEE RESOLUTION ISCCC016/26

Moved: Community Member Roland Chin

Seconded: Deputy Lord Mayor Jimmy Bouhoris

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:

- Neil Glentworth
- Tim Woods

CARRIED 5/0

4.2 ELECTRONIC ATTENDANCE REQUESTED

Nil

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

5.1 DECLARATION OF INTEREST BY MEMBERS

Nil

5.2 DECLARATION OF INTEREST BY STAFF

Nil

6 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION ISCCC017/26

Moved: Community Member Tim Woods
Seconded: Community Member Roland Chin

THAT the minutes of the Information Communication Technology Steering Committee Meeting held on 27 March 2026 be confirmed.

CARRIED 5/0

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

18.1 ICT ROADMAP UPDATE JULY 2026

COMMITTEE RESOLUTION ISCCC021/26

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Community Member Roland Chin

1. THAT the report entitled ICT Roadmap Update July 2026 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

18.2 CIVIC CENTRE - ICT UPDATE

COMMITTEE RESOLUTION ISCCC022/26

Moved: Community Member Sarah Hicks

Seconded: Deputy Lord Mayor Jimmy Bouhoris

1. THAT the report entitled Civic Centre - ICT 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*.
3. THAT the documents remain confidential and that this decision be moved into Open at the end of the meeting.

CARRIED 5/0

18.3 IT HEALTH CHECK 2026

COMMITTEE RESOLUTION ISCCC023/26

Moved: Community Member Roland Chin

Seconded: Community Member Tim Woods

1. THAT the report entitled IT Health Check 2026 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

18.4 RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE (AI) PROCEDURE

COMMITTEE RESOLUTION ISCCC024/26

Moved: Community Member Sarah Hicks

Seconded: Deputy Lord Mayor Jimmy Bouhoris

1. THAT the report entitled Responsible Use of Artificial Intelligence (AI) Procedure 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

Nil

9 OFFICER REPORTS

Nil

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

Nil

12 DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING

COMMITTEE RESOLUTION ISCCC018/26

Moved: Deputy Lord Mayor Jimmy Bouhoris

Seconded: Community Member Roland Chin

THAT the next Information Communication Technology Steering Committee be held on Friday, 18 September 2026, at 9:00 AM (Open Section followed by the Confidential Section), Council Chambers Darrandirra, Level 1, Civic Centre, Harry Chan Avenue, Darwin.

CARRIED 5/0

13 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*:

18.1 ICT Roadmap Update July 2026

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.

18.2 Civic Centre - ICT Update

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.

18.3 IT Health Check 2026

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.

18.4 Responsible Use of Artificial Intelligence (AI) Procedure

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.

14 ADJOURNMENT OF MEETING

COMMITTEE RESOLUTION ISCCC019/26

Moved: Community Member Roland Chin

Seconded: Community Member Tim Woods

THAT the open section of the meeting be adjourned at 11:05 am.

CARRIED 5/0

THAT the open section of the meeting be resumed at 12:33 pm.

THAT the chair declared the meeting closed at 12:33 pm.

The minutes of this meeting were confirmed at the Information Communication Technology Steering Committee Meeting held on 18 September 2026.

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CHAIR