



# **MINUTES**

## **Risk Management & Audit Committee Meeting**

**Friday, 2 May 2025**

**Date: Friday, 2 May 2025**

**Time: 9:00 AM**

**Location: Council Chambers Darrandirra  
Level 1, Civic Centre  
Harry Chan Avenue, Darwin**

**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, 2 MAY 2025 AT 9:00 AM**

**PRESENT:**

Chairperson Roland Chin  
Councillor Ed Smelt  
Councillor Jimmy Bouhoris  
Deputy Lord Mayor Mick Palmer  
Member George Araj  
Member Sanja Hill

**OFFICERS:**

Natalie Williamson (General Manager Corporate)  
Alice Percy (General Manager Innovation)  
Christy Ratnakumar (A/Executive Manager Finance)  
Alexandra Vereker (Executive Manager HR and Safety)  
Brooke Prince (Manager Risk & Customer Experience)

**APOLOGY:**

Simone Saunders (Chief Executive Officer)

**GUESTS:**

Stephanie Gloede (Management Accountant)

**Order of Business**

|          |   |          |
|----------|---|----------|
| <b>1</b> | <b>Meeting Declared Open and Acknowledgement of Country .....</b> | <b>4</b> |
| <b>2</b> | <b>Apologies and Leave of Absence .....</b>                       | <b>4</b> |
| <b>3</b> | <b>Electronic Meeting Attendance.....</b>                         | <b>4</b> |
| <b>4</b> | <b>Declaration of Interest of Members and Staff .....</b>         | <b>5</b> |
| <b>5</b> | <b>Confirmation of Previous Minutes .....</b>                     | <b>5</b> |
| <b>6</b> | <b>Action Reports .....</b>                                       | <b>6</b> |
| 6.1      | Monthly Financial Reports: January - February 2025 .....          | 6        |
| <b>7</b> | <b>Questions by Members .....</b>                                 | <b>6</b> |
| <b>8</b> | <b>General Business.....</b>                                      | <b>6</b> |
| <b>9</b> | <b>Closure of Meeting to the Public .....</b>                     | <b>6</b> |

**1 MEETING DECLARED OPEN AND ACKNOWLEDGEMENT OF COUNTRY****RECOMMENDATIONS**

The Chair declared the meeting open at 9.05 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.

**2 APOLOGIES AND LEAVE OF ABSENCE**

Nil

**3 ELECTRONIC MEETING ATTENDANCE****3.1 ELECTRONIC MEETING ATTENDANCE GRANTED****COMMITTEE RESOLUTION RMAC013/25**

Moved: Chairperson Roland Chin

Seconded: Member Sanja Hill

THAT The Committee note that pursuant to Section 98 (3) of the Local Government Act the following members were granted permission for Electronic Meeting Attendance at this Risk Management and Audit Committee meeting held on Friday, 2 May 2025:

- Member George Araj

**CARRIED 6/0**

**3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED**

Nil

## **4 DECLARATION OF INTEREST OF MEMBERS AND STAFF**

### **4.1 DECLARATION OF INTEREST BY MEMBERS**

#### **RECOMMENDATIONS**

Member Roland Chin made the following declarations (updated 21/02/25):

- President of Chung Wah Society Inc
- Member, Audit and Risk Committee of Venture Housing Company Limited
- Chair of Audit, Risk and Compliance Committee of Charles Darwin University
- Tiwi Land Council Audit Committee.

Councillor Jimmy Bouhoris made the following declarations (25/06/21):

- Any items relating to PowerWater

Councillor Ed Smelt made the following declarations (updated 21/02/25):

- Any items relating to Department of Logistics and Infrastructure (DLI), NTG

Member Sanja Hill advised of the following representations (updated 21/02/25):

- Any items relating to NTG Attorney-General's Department and the Department of Corrections.

### **4.2 DECLARATION OF INTEREST BY STAFF**

Nil

## **5 CONFIRMATION OF PREVIOUS MINUTES**

#### **COMMITTEE RESOLUTION RMAC014/25**

Moved: Member Sanja Hill

Seconded: Councillor Ed Smelt

THAT the minutes of the Risk Management & Audit Committee Meeting held on 21 February 2025 be confirmed.

**CARRIED 6/0**

## 6 ACTION REPORTS

### 6.1 MONTHLY FINANCIAL REPORTS: JANUARY - FEBRUARY 2025

**COMMITTEE RESOLUTION RMAC015/25**

Moved: Member Sanja Hill

Seconded: Deputy Lord Mayor Mick Palmer

THAT the report entitled Monthly Financial Reports: January - February 2025 be received and noted.

**CARRIED 6/0**

## 7 QUESTIONS BY MEMBERS

Nil

## 8 GENERAL BUSINESS

Nil

## 9 CLOSURE OF MEETING TO THE PUBLIC

**RECOMMENDATIONS**

THAT pursuant to Section 99 (2) of the *Local Government Act 2019* and Regulation 52 of the *Local Government (General) Regulations 2021* 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 2019*:

**12.1 2024/25 Annual Financial Statements - Final 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 Shoal Bay Waste Management Facility - Update May 2025**

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 Asset Management Update**

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 Unclaimed Money Policy**

This matter is considered to be confidential under Section 99(2) - 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 subject to an obligation of confidentiality at law, or in equity.

**12.5 Risk Review and Assessment - May 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 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 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 Internal Audit Update**

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.

**12.7 Corporate Services Quarterly Report | January to March 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 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.

**12.8 Civic Centre Project 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.

**COMMITTEE RESOLUTION RMAC016/25**

Moved: Chairperson Roland Chin

Seconded: Member Sanja Hill

**ADJOURNMENT OF MEETING**

THAT the open section of the meeting be adjourned at 9.11 am.

**CARRIED 6/0**

**The Chair declared the meeting closed at 11.55 am.**

**The minutes of this meeting were confirmed at the Risk Management & Audit Committee held on 11 July 2025.**

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**CHAIR**