



MINUTES

**Risk Management & Audit Committee
Meeting**

Friday, 24 February 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, 24 FEBRUARY 2023 AT 9.00AM**

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

OFFICERS: Simone Saunders (Chief Executive Officer), Steve Thacker (General Manager Corporate / CFO), Chris Kelly (Executive Manager Corporate & Customer Service), Alice Percy (General Manager Innovation), Irene Frazis (Executive Manager Finance). Brooke Prince, Senior Risk & Assurance Advisor, Michael Devlin, Senior ICT Coordinator

APOLOGY: Councillor Morgan Rickard, Member Shane Smith

GUESTS: N/A

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	4
5	Confirmation of Previous Minutes	5
6	Action Reports	5
6.1	Risk Review and Assessment - February 2023	5
6.2	Monthly Financial Reports: September 2022 - December 2022.....	5
7	Questions by Members	5
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.

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

COMMITTEE RESOLUTION RMAC001/23

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Jimmy Bouhoris

THAT the following apologies be received and noted

- Councillor Morgan Rickard
- Member Shane Smith

CARRIED 5/0

3 ELECTRONIC MEETING ATTENDANCE

3.1 ELECTRONIC MEETING ATTENDANCE GRANTED

COMMITTEE RESOLUTION RMAC002/23

Moved: Chair 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, 24 February 2023:

- Mr Ninad Sinkar

CARRIED 5/0

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 RMAC003/23**

Moved: Chair Roland Chin

Seconded: Member Sanja Hill

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 5/0

4.2 DECLARATION OF INTEREST BY STAFF

RECOMMENDATIONS

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION RMAC004/23

Moved: Councillor Brian O'Gallagher

Seconded: Councillor Jimmy Bouhoris

That the minutes of the Risk Management & Audit Committee Meeting held on 21 October 2022 be confirmed.

CARRIED 5/0

6 ACTION REPORTS

6.1 RISK REVIEW AND ASSESSMENT - FEBRUARY 2023

COMMITTEE RESOLUTION RMAC005/23

Moved: Member Sanja Hill

Seconded: Councillor Brian O'Gallagher

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

CARRIED 5/0

6.2 MONTHLY FINANCIAL REPORTS: SEPTEMBER 2022 - DECEMBER 2022

COMMITTEE RESOLUTION RMAC006/23

Moved: Member Sanja Hill

Seconded: Councillor Jimmy Bouhoris

1. THAT the report entitled Monthly Financial Reports: September 2022 – December 2022 be received and noted.

CARRIED 5/0

7 QUESTIONS BY MEMBERS

RECOMMENDATIONS

THAT the following Questions by Members be received and noted.

7.1 Nil

8 GENERAL BUSINESS

RECOMMENDATIONS

8.1 Nil

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.

UNCONFIRMED

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 Cybersecurity Update

This matter is considered to be confidential under Section 99(2) - 51(c)(iii) 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 prejudice the security of the council, its members or staff.

12.2 Shoal Bay Waste Management Facility - Update February 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.

12.3 Work Health & Safety Quarterly Report: October - December 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 Notification Register - February 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.

12.5 Corporate Services Quarterly Report: October - December 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 Risk Management and Audit Committee - Reappointments

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.

12.7 Update on Internal Audit Plan - February 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.

The Meeting closed at 9.44 am.

The minutes of this meeting were confirmed at the Risk Management & Audit Committee held on 21 April 2023.

.....
CHAIR

UNCONFIRMED