

# OPEN SECTION

RMAC03/1

## CITY OF DARWIN

MINUTES OF THE RISK MANAGEMENT & AUDIT COMMITTEE MEETING OF THE TWENTY-SECOND COUNCIL HELD IN MEETING ROOM 1, CIVIC CENTRE, HARRY CHAN AVENUE ON FRIDAY, 23 MARCH 2018 COMMENCING AT 9.00 AM.

MEMBERS: Mr Iain Summers (Chair); Mr Craig Spencer; Member J Bouhoris; Member J A Glover.

OFFICERS: Acting Chief Executive Officer, Ms A Malgorzewicz; Acting General Manager City Performance, Mr R Iap; Acting General Manager City Operations, Ms N Nilon; Manager Strategy & Outcomes, Ms V Green; Coordinator Risk Audit & Safety, Mr T Simons; Executive Assistant, Ms J Gordon.

APOLOGY: Nil.

GUESTS: Nil.

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## Risk Management & Audit Committee Meeting – Friday, 23 March 2018

### **1. MEETING DECLARED OPEN**

The Chair declared the meeting open at 9.02am.

### **2. APOLOGIES AND LEAVE OF ABSENCE**

Common No. 2695036

#### **2.1 Apologies**

Nil

#### **2.2 Leave of Absence Granted**

Nil

### **3. ELECTRONIC MEETING ATTENDANCE**

Common No. 2221528

Nil

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

Common No. 2752228

#### **4.1 Declaration of Interest by Members**

THAT Council note that pursuant to Section 73 & 74 of the Local Government Act, Chairman Iain Summers, declared a Conflict of Interest in Item 9.2.2.

DECISION NO.22\0539

(23/03/18)

Carried

#### **4.2 Declaration of Interest by Staff**

Nil



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## Risk Management & Audit Committee Meeting – Friday, 23 March 2018

### 5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING/S

Common No. 1955119

#### 5.1 Confirmation of the Previous Risk Management & Audit Committee Meeting Minutes

(Glover/Bouhoris)

COMMITTEE'S DECISION

THAT the Committee resolve that the minutes of the previous Risk Management & Audit Committee Meeting and Executive Summary held on Friday, 27 October 2017, tabled by the Chair, be received and confirmed as a true and correct record of the proceedings of that meeting.

DECISION NO.22\0540 (23/03/18)Carried

#### 5.2 Business Arising

(Spencer/Bouhoris)

COMMITTEE'S DECISION

THAT the Committee request that management provide an update on Note 7A of the financial management statement regarding Waste Management being separately identified.

DECISION NO.22\0541 (23/03/18) Carried

ACTION : MANAGER FINANCE  
NOTE: GM CITY OPERATIONS



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## Risk Management & Audit Committee Meeting – Friday, 23 March 2018

### 6. DEPUTATIONS AND BRIEFINGS

#### 6.1 Risk and WHS Software Presentations

*The Coordinator Risk Audit and Safety will provide demonstrations on progress of:*

- Risk Management Software
- WHS Incident Management Software

(Spencer/Bouhoris)

#### COMMITTEE'S DECISION

THAT the presentations from the Coordinator Risk Audit and Safety in relation to the Risk Management and WHS software be received and noted, and the Committee extends its thanks to the Coordinator Risk Audit and Safety for the commendable efforts in the development of the software platforms.

DECISION NO.22\0542

(23/03/18)

Carried

### 7. CONFIDENTIAL ITEMS

Common No. 1944604

#### 7.1 Closure to the Public for Confidential Items

(Glover/Spencer)

#### COMMITTEE'S DECISION

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 following items:-

<u>Item</u>	<u>Regulation</u>	<u>Reason</u>
C16.1.1	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person
C16.1.2	8(c)(iii)	information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff
C16.1.3	8(c)(iii)	information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff
C16.1.4	8(c)(iii)	information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff
C16.1.5	8(c)(iii)	information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff
C16.1.6	8(c)(iii)	information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff



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## Risk Management & Audit Committee Meeting – Friday, 23 March 2018

DECISION NO.22\0543 (23/03/18)

### **7.2 Moving Open Items Into Confidential**

Nil

### **7.3 Moving Confidential Items Into Open**

Nil

## **8. WITHDRAWAL OF ITEMS FOR DISCUSSION**

(Glover/Spencer)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority that all Information Items and Officers Reports to the Risk Management & Audit Committee Meeting held on Friday, 23 March 2018 be received and considered individually.

DECISION NO.22\0544 (23/03/18)

Carried

## **9.1 OFFICERS REPORTS (ACTION REQUIRED)**

### **9.1.1 Amendment to Terms of Reference - Risk Management & Audit Committee** Report No. 18CP0022 VG:je (23/03/18) Common No. 3527705

(Spencer/Bouhoris)

COMMITTEE'S DECISION

- A. THAT Report Number 18CP0022 VG:je entitled Amendment to Terms of Reference - Risk Management & Audit Committee, be received and noted.
- B. THAT the Committee endorse the amended Terms of Reference, as amended to the status of Advisory Committee, and that Elected Members are appointed for a 2-year tenure, as provided at **Attachment A** to Report Number 18CP0022 VG:je entitled Amendment to Terms of Reference - Risk Management & Audit Committee.
- C. THAT the amended Terms of Reference be referred to Council for adoption.

DECISION NO.22\0545 (23/03/18)

Carried

ACTION: COORDINATOR RISK  
NOTE: GM CITY PERFORMANCE



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## Risk Management & Audit Committee Meeting – Friday, 23 March 2018

### **9.1.2 Outstanding Audit Issue No. 145 – Asset Management Plans**

Report No. 18CO0011NN:rl (23/03/18) Common No. 1713107

(Glover/Spencer)

#### COMMITTEE'S DECISION

- A. THAT Report Number 18CO0011NN:rl entitled Outstanding Audit Issue No. 145 – Asset Management Plans, be received and noted.
- B. THAT Outstanding Audit Issue No. 145 - Asset Management Audit, of the Outstanding Audit Issues Register, be updated to state that Asset Management Plans have been drafted and are awaiting completion following the adoption of the 2018/19 Municipal Plan, new Strategic Plan and with updated revaluation data, as discussed within 18CO0011NN:rl entitled Outstanding Audit Issue No. 145 – Asset Management Plans.
- C. THAT the Asset Management Plans as provided in Attachments A to D in 18CO0011NN:rl entitled Outstanding Audit Issue No. 145 – Asset Management Plans are updated following the adoption of the 2018/19 Municipal Plan, new Strategic Plan and with updated revaluation data, and are presented to Council for community consultation prior to finalising.

DECISION NO.22\0546

(23/03/18)

Carried

ACTION: A/GM CITY OPERATIONS



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## Risk Management & Audit Committee Meeting – Friday, 23 March 2018

### **9.2 OFFICERS REPORTS (RECEIVE & NOTE)**

#### **9.2.1 Progress of the Internal Audit Plan 2017/18**

Report No. 18CP0012 TS:je (23/03/18) Common No. 1536877

(Bouhoris/Spencer)

COMMITTEE'S DECISION

THAT Report Number 18CP0012 TS:je entitled Progress of the Internal Audit Plan 2017/18, including the assessment of risks and hazards at major facilities, be received and noted.

DECISION NO.22\0547

(23/03/18)

Carried

*THAT it be noted that the Chair, Mr. Iain Summers, declared an interest in Item 9.2.2. Alderman Bouhoris requested that the Chair remain for the discussion on this item, noting that he was excluded from the voting.*

#### **9.2.2 Financial Sustainability Review**

Report No. 18CP0024 RI:je (23/03/18) Common No. 3554016

(Spencer/Glover)

COMMITTEE'S DECISION

A. THAT Report Number 18CP0024 RI:je entitled Financial Sustainability Review, be received and noted.

B. THAT the Committee noted that the Terms of Reference for the task had not been provided in the Report, and requested that Terms of Reference be included in all future reports.

DECISION NO.22\0548

(23/03/18)

Carried

NOTE: GM CITY PERFORMANCE

### **10. INFORMATION ITEMS**

#### **10.1 Outstanding Audit Issues Register**

(23/03/18) Common No. 422690

(Glover/Spencer)

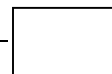
COMMITTEE'S DECISION

THAT the Outstanding Audit Issues Register be received and noted.

DECISION NO.22\0549

(23/03/18)

Carried





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## Risk Management & Audit Committee Meeting – Friday, 23 March 2018

### 11. GENERAL BUSINESS

#### 11.1 Meeting Date – October 2018

Common No.

(Spencer/Glover)

#### COMMITTEE'S DECISION

THAT the Risk Management and Audit Committee Meeting be held Friday 26 October 2018.

DECISION NO.22\0550

(23/03/18)

Carried

ACTION: GM CITY PERFORMANCE  
NOTE: EA CITY PERFORMANCE  
COMMITTEE ADMINISTRATOR

### 12. CLOSURE OF MEETING

Common No. 2695131

(Bouhoris/Glover)

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.

DECISION NO.22\0551

(23/03/18)

Carried

*The meeting moved to the Confidential Section at 11.35 am.*

**MR IAIN SUMMERS (CHAIR) – RISK  
MANAGEMENT & AUDIT  
COMMITTEE MEETING – FRIDAY,  
23 MARCH 2018**

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Risk Management & Audit Committee Meeting – Friday, 23 March 2018

**Confirmed On:** *Friday, 25 May 2018*

**Chair:** \_\_\_\_\_

