

OPEN SECTION

RMAC10/1

CITY OF DARWIN

MINUTES OF THE RISK MANAGEMENT & AUDIT COMMITTEE HELD IN MEETING ROOM 1, CIVIC CENTRE, HARRY CHAN AVENUE ON FRIDAY, 30 OCTOBER 2015 COMMENCING AT 9.00 AM.

PRESENT: Mr Iain Summers (Chairman); Member G J Haslett; Member S J Niblock; Mr Craig Spencer.

OFFICERS: Chief Executive Officer, Mr Brendan Dowd; General Manager Corporate Services, Dr Diana Leeder; Team Coordinator Risk Audit & Safety, Mr Tony Simons; Finance Manager, Mr Miles Craighead; Executive Assistant Corporate Services, Ms Misha Peck.

APOLOGY:

GUESTS: Representatives from Merit Partners were in attendance between 10.03 - 10.42 am.

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Risk Management & Audit Committee Meeting – Friday, 30 October 2015

1. MEETING DECLARED OPEN

The Chairman declared the meeting open at 9:02 a.m.

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

Nil

4.2 Declaration of Interest by Staff

Nil

5. CONFIDENTIAL ITEMS

Nil



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Risk Management & Audit Committee Meeting – Friday, 30 October 2015

6. WITHDRAWAL OF ITEMS FOR DISCUSSION

(Niblock/Haslett)

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, 30 October 2015 be received and considered individually.

DECISION NO.21\3892 (30/10/15)

Carried

7. CONFIRMATION OF MINUTES PERTAINING TO THE PREVIOUS RISK MANAGEMENT & AUDIT COMMITTEE MEETING

(Haslett/Niblock)

COMMITTEE'S DECISION

THAT the Committee resolve that the minutes of the previous Risk Management & Audit Committee Meeting held on Friday, 28 August 2015, tabled by the Chairman, be received and confirmed as a true and correct record of the proceedings of that meeting.

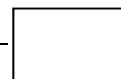
DECISION NO.21\3893 (30/10/15)

Carried

8. BUSINESS ARISING FROM THE MINUTES PERTAINING TO THE PREVIOUS RISK MANAGEMENT & AUDIT COMMITTEE MEETING

8.1 Business Arising

The Committee noted that a report on progress of Outstanding Audit Issue item 140, the Strategic Performance Framework Audit, was expected to be presented to the meeting. The Team Coordinator Risk Audit & Safety advised the Committee that a follow up audit of Council's strategic performance and KPI development had been commissioned and would address OAI 140. The report will be presented to the March RMAC meeting.



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Risk Management & Audit Committee Meeting – Friday, 30 October 2015

9. OFFICERS REPORTS

9.1 Internal Audit Program

Report No. 15A0105 TS:mp (30/10/15) Common No. 1536877

(Spencer/Haslett)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

- A. THAT Report Number 15A0105 TS:mp entitled Internal Audit Program, be received and noted.
- B. THAT it be noted that an internal audit item Reporting on Council's Performance has been added to the 2015/16 Internal Audit Plan, and that this was intended to address the issues in Outstanding Audit item 140.

DECISION NO.21\3894 (30/10/15)

Carried

ACTION: RISK AUDIT & SAFETY CO-ORD

9.2 Draft City of Darwin Annual Report 2014/15

Report No. 15TC0077 SJ:mb (30/10/15) Common No. 3141841

Manager Strategy and Outcomes was in attendance between 10:51 a.m – 11:45 a.m

(Niblock/Spencer)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

- A. THAT Report Number 15TC0077 SJ:mb entitled Draft City of Darwin Annual Report 2014/15, be received and noted.
- B. THAT it be a recommendation to the Executive Leadership Team to review the adequacy of the Municipal Plan targets in the development of future Municipal Plans and Annual Reports in the light of amendments suggested to the 2014/15 Annual Report.

DECISION NO.21\3895 (30/10/15)

Carried

ACTION: GM CORP

NOTE: MGR STRATEGY & OUTCOMES



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Risk Management & Audit Committee Meeting – Friday, 30 October 2015

9.3 Audited Financial Statements for the Year Ended 30 June 2015

Report No. 15A0138 MC:ph (30/10/15) Common No. 2251082

Manager Finance was in attendance until 10:42 a.m

(Niblock/Haslett)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

- A. THAT Report Number 15A0138 MC:ph entitled Audited Financial Statements For The Year Ended 30 June 2015, be received and noted.
- B. THAT the draft Financial Statements are suitable for certification by the Chief Executive Officer for inclusion in the Annual Report and presentation to Council.
- C. THAT the draft Management Summary on the Financial Statements be endorsed for inclusion in the Annual Report.
- D. THAT the final management responses to audit observations be tabled at the March 2016 Risk Management and Audit Committee meeting.

DECISION NO.21\3896 (30/10/15)

Carried

ACTION: MGR FINANCE
NOTE: GM CORP



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Risk Management & Audit Committee Meeting – Friday, 30 October 2015

10. INFORMATION ITEMS

10.1 Review of Outstanding Audit Issues Register Common No. 422690

(Haslett/Niblock)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

- A. THAT the Outstanding Audit Issues Register be received and noted, including that Outstanding Audit Issue No. 140 will be updated alongside the Reporting on Council Performance in the 2015/16 Internal Audit Plan.
- B. THAT Outstanding Audit Issue No. 122 be updated for presentation to the March 2016 meeting.

DECISION NO.21\3897 (30/10/15)

Carried

ACTION: EA GM CORP
NOTE: MGR FINANCE; MGR STRATEGY & OUTCOMES;
RISK AUDIT & SAFETY CO-ORD

10.2 Presentation to Council - 10 November 2015 Common No. 2659251

(Niblock/Haslett)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

- A. THAT the incoming presentation attendance sheet for the 1st Ordinary Council Meeting on 10 November 2015 be received and noted.
- B. THAT Iain Summers and Craig Spencer attend.

DECISION NO.21\3898 (30/10/15)

Carried



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Risk Management & Audit Committee Meeting – Friday, 30 October 2015

11. GENERAL BUSINESS

11.1 Meeting Dates for 2016 Common No. 2659589

It is noted that the last Friday in March 2016 is a public holiday. Due to this the meeting is earlier than usual.

(Spencer/Haslett)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

THAT the following dates be set for the Risk Management & Audit Committee meetings in 2016:

- Friday, 18 March 2016
- Friday, 27 May 2016
- Friday, 26 August 2016
- Friday, 28 October

DECISION NO.21\3899 (30/10/15)

Carried

ACTION: EA GM CORP
NOTE: CA

11.2 Merit Partners Common No. 3259805

Representatives from Merit Partners were in attendance between 10:03 – 10:42 am.

(Niblock/Haslett)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

THAT the briefing from Merit Partners be received and noted.

DECISION NO.21\3900 (30/10/15)

Carried

12. CLOSURE OF MEETING



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Risk Management & Audit Committee Meeting – Friday, 30 October 2015

The meeting closed at 12:13 p.m.

**MR IAIN SUMMERS (CHAIRMAN)
– RISK MANAGEMENT & AUDIT
COMMITTEE MEETING – FRIDAY,
30 OCTOBER 2015**

Confirmed On: **Friday, 18 March 2016**

Chairman: _____

