

# OPEN SECTION

RMAC07/1

Risk Management & Audit Committee Meeting – Friday, 7 July 2017

## CITY OF DARWIN

### RISK MANAGEMENT & AUDIT COMMITTEE MEETING

FRIDAY, 7 JULY 2017

MINUTES OF THE RISK MANAGEMENT & AUDIT COMMITTEE HELD IN MEETING ROOM 1, CIVIC CENTRE, HARRY CHAN AVENUE ON FRIDAY, 7 JULY 2017 COMMENCING AT 9.00 AM.

PRESENT: Mr Iain Summers (Chair); Member M Palmer; Mr Craig Spencer.

OFFICERS: General Manager City Performance, Dr Diana Leeder; Team Coordinator Risk Audit & Safety, Mr Tony Simons; Finance Manager, Mr Miles Craighead; Executive Assistant City Performance, Ms Julie Gordon.

APOLOGY: Member G J Haslett, Chief Executive Officer, Mr Brendan Dowd

GUESTS: The Right Worshipful, Lord Mayor, Ms K M Fong Lim, General Manager City Operations, Mr Luccio Cercarelli, Manager Technical Services, Ms Nadine Nilon

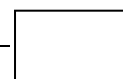
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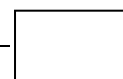


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## Risk Management & Audit Committee Meeting – Friday, 7 July 2017

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## Risk Management & Audit Committee Meeting – Friday, 7 July 2017

### 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

(Spencer/Palmer)

THAT the apology from Member G J Haslett, be received.

DECISION NO.21\5550 (07/07/17)

#### 2.2 Leave of Absence Granted

Nil

### 3. ELECTRONIC MEETING ATTENDANCE

Common No. 2221528

#### 3.1 Electronic Meeting Attendance Granted

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



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## Risk Management & Audit Committee Meeting – Friday, 7 July 2017

### 5. **CONFIDENTIAL ITEMS**

Common No. 1944604

#### 5.1 **Closure to the Public for Confidential Items**

(Palmer/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>
17.1	8(c)(iv)	information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person

DECISION NO.21\5551 (07/07/17)

#### 5.2 **Moving Open Items Into Confidential**

Nil

#### 5.3 **Moving Confidential Items Into Open**

Nil

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

(Palmer/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, 7 July 2017 be received and considered individually.

DECISION NO.21\5552 (07/07/17)



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## Risk Management & Audit Committee Meeting – Friday, 7 July 2017

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

(Spencer/Palmer)

COMMITTEE'S DECISION

THAT the Committee resolve that the minutes of the previous Risk Management & Audit Committee Meeting held on Friday, 31 March 2017, tabled by the Chairman, be received and confirmed as a true and correct record of the proceedings of that meeting.

DECISION NO.21\5553 (07/07/17)

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

#### **8.1 Business Arising**

Matters were transferred as required to the Outstanding Audit Issues register.

### **9. DEPUTATIONS AND BRIEFINGS**

Nil



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## Risk Management & Audit Committee Meeting – Friday, 7 July 2017

### 10. OFFICERS REPORTS

#### 10.1 Progress of the Internal Audit Plan

Report No. 17A0062 (07/07/17) Common No. 1536877

(Spencer/Palmer)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

- A. THAT Report Number 17A0062 TS:jg entitled Audit Report on Internal Audit Program, be received and noted.
- B. THAT after discussion with management representatives, the Risk Management & Audit Committee endorsed the 2017/18 Internal Audit Plan.
- C. THAT the Contractor Management Issue No. 148 be removed from the Outstanding Audit Issues Register.

DECISION NO.21\5554 (07/07/17)

ACTION: EA CITY PERFORMANCE  
:

#### 10.2 Status of the Risk Management Framework

Report No. 17CP0002 (07/07/17) Common No. 2363571

(Spencer/Palmer)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

- A. THAT Report Number 17CP0002 TS:jg entitled Status of the Risk Management Framework, be received and noted.
- B. THAT a further report on progress of the implementation of the integrated risk and CSA software be presented to the October 2017 Risk Management & Audit Committee meeting.
- C. THAT a further report on the status of the Strategic Risk Assessment and Operational Risk Assessment be presented to the October 2017 Risk Management & Audit Committee meeting.

DECISION NO.21\5555 (07/07/17)

ACTION: TEAM LEADER RISK AUDIT  
& SAFETY



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## Risk Management & Audit Committee Meeting – Friday, 7 July 2017

### **10.3 Outstanding Audit Issue No. 145 – Asset Management Audit** Report No. 17CO0003 (07/07/17) Common No. 1713107

(Palmer/Spencer)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

- A. THAT Report Number 17CO0003 NN:lf entitled Outstanding Audit Issue No. 145 – Asset Management Audit, be received and noted.
- B. THAT Outstanding Audit Issue No. 145 - Asset Management Audit, of the Outstanding Audit Issues Register, be amended to reflect **Attachment A**, to Report Number 17CO0003 NN:lf entitled Outstanding Audit Issue No. 145 – Asset Management Audit, but with a further amendment to include in Asset Management Plans a list of the management positions responsible for specific aspects of the Plans.

DECISION NO.21\5556 (07/07/17)

ACTION: MANAGER, TECHNICAL SERVICES  
NOTE: GM CITY OPERATIONS

### **10.4 Example Quarterly Performance Report – Municipal Planning** Report No. 17TC0028 (07/07/17) Common No. 1230662

(Palmer/Spencer)

COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

- A. THAT Report Number 17TC0028 VG:ph entitled Example Quarterly Performance Report – Municipal Plan, be received and noted.
- B. THAT Council be encouraged to regularly enquire into how performance information is being measured

DECISION NO.21\5557 (07/07/17)

NOTE: MANAGER STRATEGY  
& OUTCOMES



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## Risk Management & Audit Committee Meeting – Friday, 7 July 2017

### 11. INFORMATION ITEMS

#### 11.1 Outstanding Audit Issues Register

07/07/17 Common No. 422690

(Palmer/Spencer)

COMMITTEE'S DECISION

THAT the Outstanding Audit Issues Register be received and noted.

DECISION NO.21\5558 (07/07/17)

### 12. GENERAL BUSINESS

Nil

### 13. CLOSURE OF MEETING

The Open Section of the meeting closed at 11.00 am.

**IAIN SUMMERS (CHAIR) – OPEN  
RISK MANAGEMENT & AUDIT  
COMMITTEE MEETING – FRIDAY,  
7 JULY 2017**

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**Confirmed On:** *Friday, 27 October 2017*

**Chairman:** \_\_\_\_\_

