

Agenda

Information Communication Technology Steering Committee Meeting

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I hereby give notice that an Information Communication Technology Steering Committee Meeting will be held on:

Date: Monday, 17 November 2025
Time: 3:00 PM
Location: Council Chambers Darrandirra
Level 1, Civic Centre
Harry Chan Avenue, Darwin

Simone Saunders

Chief Executive Officer



INFORMATION COMMUNICATION TECHNOLOGY STEERING COMMITTEE MEMBERS

Chair Neil Glentworth

Councillor Jimmy Bouhoris

Member Roland Chin

Member Sarah Hicks

Member Tim Woods

Councillor Jimmy Bouhoris

Alternate Councillor Peter Pangquee

OFFICERS

Chief Executive Officer, Simone Saunders

General Manager Corporate, Natalie Williamson

General Manager Community, Matt Grassmayr

General Manager Innovation, Alice Percy

Manager Information and Communication Technology, Michael Devlin

ICT PMO Director, Peter Ferguson

Order of Business

1 **Acknowledgement of Country 5**

2 **Meeting Declared Open 5**

3 **Apologies and Leave of Absence 5**

4 **Electronic Meeting Attendance..... 5**

5 **Declaration of Interest of Members and Staff 5**

6 **Confirmation of Previous Minutes 5**

7 **Moving of Items 5**

8 **Deputations and Briefings 5**

9 **Officer Reports..... 5**

10 **Member Reports 5**

11 **General Business..... 5**

12 **Date, Time and Place of Next Committee Meeting..... 5**

13 **Closure of Meeting to the Public 6**

14 **Closure/Adjournment of Meeting..... 7**

1 ACKNOWLEDGEMENT OF COUNTRY

2 MEETING DECLARED OPEN

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence Granted

3.3 Leave of Absence Notified

4 ELECTRONIC MEETING ATTENDANCE

4.1 Electronic Attendance Granted

4.2 Electronic Attendance Requested

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

6 CONFIRMATION OF PREVIOUS MINUTES

Information Communication Technology Steering Committee Meeting - 5 June 2025

7 MOVING OF ITEMS

7.1 Moving Open Items into Confidential

7.2 Moving of Confidential Items into Open

8 DEPUTATIONS AND BRIEFINGS

9 OFFICER REPORTS

10 MEMBER REPORTS

11 GENERAL BUSINESS

12 DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING

THAT the next Information Communication Technology Steering Committee Meeting be held on ,
at (Open Section followed by the Confidential Section).

13 CLOSURE OF MEETING TO THE PUBLIC

THAT pursuant to Section 99 (2) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential Items of the Agenda.

RECOMMENDATIONS

That the Committee 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*:

18.1 ICT Roadmap Update

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Committee 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.

18.2 Baseline Customer Experience Survey Discussion Paper

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Committee 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.

18.3 ICT Usage Policy

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

18.4 External Cost Pressures

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

18.5 Cyber Security

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

18.6 Bring Your Own Device Management

This matter is considered to be confidential under Section 99(2) - 51(c)(iv) of the Local Government Act, and the Committee 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.

14 CLOSURE/ADJOURNMENT OF MEETING



MINUTES

Information Communication Technology Steering Committee Meeting

Thursday, 5 June 2025

Date: Thursday, 5 June 2025

Time: 1:00 PM

**Location: Meeting Room 1 Bidjpidji
Level 1, Civic Centre
Harry Chan Avenue, Darwin**

**MINUTES OF CITY OF DARWIN
INFORMATION COMMUNICATION TECHNOLOGY STEERING COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS DARRANDIRRA, LEVEL 1, CIVIC CENTRE, HARRY
CHAN AVENUE, DARWIN
ON THURSDAY, 5 JUNE 2025 AT 1:00 PM**

PRESENT:

Chair Neil Glentworth
Councillor Jimmy Bouhoris
Member Roland Chin
Member Sarah Hicks
Member Tim Woods

OFFICERS

Alexandra Vereker (Executive Manager HR & Safety)
Nik Kleine (Executive Manager Infrastructure)
Michael Devlin (Manager Information and Communication Technology)

APOLOGY:

Nil

GUESTS:

Nil

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Member Sarah Hicks was not present at the commencement of the meeting.

1 MEETING DECLARED OPEN

RECOMMENDATIONS

The Chair declared the meeting open at 1.01 pm.

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 ISCCC012/25

Moved: Member Roland Chin

Seconded: Member Tim Woods

THAT The Committee note that pursuant to Section 98 (3) of the Local Government Act, the following member(s) were granted permission for Electronic Meeting Attendance at this Information Communication Technology Steering Committee meeting held on Thursday 5 June 2025:

- Chair Neil Glentworth
- Member Tim Woods
- Member Sarah Hicks
- Member Roland Chin
- Councillor Jimmy Bouhoris

CARRIED 4/0

3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED

Nil

4 DECLARATION OF INTEREST OF MEMBERS AND STAFF

4.1 DECLARATION OF INTEREST BY MEMBERS

Nil

4.2 DECLARATION OF INTEREST BY STAFF

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION ISCCC013/25

Moved: Councillor Jimmy Bouhoris

Seconded: Member Tim Woods

THAT the minutes of the Information Communication Technology Steering Committee Meeting held on 13 March 2025 be confirmed.

CARRIED 4/0

6 ACTION REPORTS

Nil

7 QUESTIONS BY MEMBERS

Nil

8 GENERAL BUSINESS

Nil

9 CLOSURE OF MEETING TO THE PUBLIC

COMMITTEE RESOLUTION ISCCC014/25

Moved: Councillor Jimmy Bouhoris

Seconded: Member Roland Chin

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.

CARRIED 4/0

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 Server Management 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 ICT Disaster Recovery Plan

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.

12.3 Responsible Use of Artificial Intelligence (AI)

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.

12.4 ICT Roadmap - Update on Progress

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.

12.5 Data Centre and Telephone Strategy Discussion Paper

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.

12.6 Civic Centre - Digital Infrastructure Considerations

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.

ADJOURNMENT OF MEETING

COMMITTEE RESOLUTION ISCCC015/25

Moved: Chair Neil Glentworth

Seconded: Member Roland Chin

THAT the open section of the meeting be adjourned at 1.07pm

CARRIED 4/0

Unconfirmed

The meeting closed at 2.25pm.

The minutes of this meeting were confirmed at the Information Communication Technology Steering Committee held on date TBC.

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CHAIR

Unconfirmed