



MINUTES OF THE AUDIT COMMITTEE MEETING # 2 OF THE ROPER GULF
REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM
ROPER GULF REGIONAL COUNCIL HEADQUARTERS
29 CRAWFORD STREET, KATHERINE ON WEDNESDAY, 9 MAY 2018 AT 10:00
AM

PRESENT/STAFF/GUESTS

1.1 Independent Members

- Sandra Cannon (Interim Chair)
- Garry Lambert

1.2 Elected Members

- Councillor Don Garner,
- Councillor David Murrungun

1.3 Staff

- Chief Executive Officer, Michael Berto
- Director of Corporate Governance, Greg Arnott
- Director of Council and Community Services, Sharon Hillen
- Management Accountant, Munish Singla
- Acting Manager – Governance and Corporate Planning, Cristian Coman
- Governance Officer, Tessa Carnegie (Minute Taker)

1.4 Guests

MEETING OPENED

Meeting opened at 10.21am

WELCOME TO COUNTRY

CEO Michael Berto welcomed committee members and staff to the meeting and the Roper Gulf Regional Council Pledge was read.

Discussion regarding the Pledge w/ all present.

The CEO proposed an interim chair for the meeting: Sandra Cannon (accepted nomination).

3.1 INTERIM CHAIRPERSON

53/2018 RESOLVED (Garry Lambert/Donald Garner)

- (a) **That the Audit Committee elect an interim chairperson for the Audit Committee Meeting 9 May 2018.**

Sandra Cannon requested Garry Lambert to discuss prior experience w/ all present.

APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

Councillor Eric Roberts has been uncontactable and there has been no reply to date regarding his absent from the meeting. It has been noted that no apology has been received.

CEO Michael Berto left the meeting, the time being 10:35 AM

54/2018 RESOLVED (Garry Lambert/David Murrungun)

- (a) **That the Audit Committee acknowledged that Councillor Eric Roberts did not provide an apology for his absence.**

DISCLOSURES OF INTEREST

Independent Member Garry Lambert was involved in the Palmerston Council Audit Report relating to the Disciplinary Committee, he advised that this will have no impact on the Audit Committee Meeting moving forward.

CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

55/2018 RESOLVED (Donald Garner/David Murrungun)

- (a) **That the Audit Committee receive and note the minutes as a true and accurate record of the previous Audit Committee Meeting held on the 6 December 2017.**

BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 BUSINESS ARISING FROM PREVIOUS MINUTES

Sandra Cannon requested that Business Arising from Previous Minutes agenda item be before Confirmation of Previous Minutes agenda item.

CEO Michael Berto returned to the meeting, the time being 10:37 AM

- New meeting times, 4 times per annum. No meeting in March or February.
- Internal Audit Program was an ongoing matter and documents have been provided. Audit committee to discuss.

General Business accepted by all present.

RECOMMENDATION

- (a) **That the Audit Committee approve the confidential minutes as a true and accurate record of the previous Audit Committee Meeting held on the 6th December 2017.**

INCOMING CORRESPONDENCE

NIL

OUTGOING CORRESPONDENCE

NIL

ELECTED MEMBERS'S REPORT

Sandra cannon: What does it mean for this Audit Committee?

- Answer: This section originates from set agenda/ template available via Roper Gulf Regional Council systems and processes.

MOTION

56/2018 RESOLVED (Sandra Cannon/Garry Lambert)

ACTION: Omit the 'Elected Member's Report' agenda item from the following Audit Committee Meeting Agenda for ongoing meetings.

OPERATIONAL REPORT

11.1 ELECTION OF CHAIRPERSON

57/2018 RESOLVED (Garry Lambert/Donald Garner)

- (a) **That the Audit Committee recommend to Council Independent Member Sandra Cannon to be the Chairperson of the Roper Gulf Regional Council Audit Committee for the period of 12 months.**

GENERAL BUSINESS

12.1 GENERAL BUSINESS

Sandra Cannon is going overseas and will be away up until August 2018.

Independent Member Garry Lambert will be busy throughout August 2018.

Therefore, meetings dates for the 2018 year will be as following:

- 19 September 2018
- 17 October 2018
- 07 November 2018

58/2018 RESOLVED (David Murrungun/Sandra Cannon)

- (a) **That the Audit Committee receive and note the General Business items and updated meeting dates.**

End of Open Session

Donald Garner/ Garry Lambert

CLOSED SESSION

13.1 SERVICE PROVIDER RISK PROFILE IAS

59/2018 RESOLVED (David Murrungun/Donald Garner)

- (a) That the Audit Committee receives and notes the Department of Prime Minister and Cabinet correspondence to Council.

13.2 COMPLIANCE CONSIDERATIONS

60/2018 RESOLVED (Donald Garner/David Murrungun)

- (a) That the Audit Committee receive and note the Investigation Report into the governance of City of Palmerston Council;
- (b) That the Audit Committee considers the implications raised by the Report;

13.3 AUDIT COMMITTEE WORK PLAN

61/2018 RESOLVED (Sandra Cannon/Donald Garner)

- (a) That the Audit Committee adopt the revised Work Plan against the Terms of Reference as adopted by Council on 14 September 2017.

13.4 CONFIRMATION OF PREVIOUS CONFIDENTIAL AUDIT COMMITTEE MEETING MINUTES

62/2018 RESOLVED (Donald Garner/David Murrungun)

- (a) That the Audit Committee approve the confidential minutes as a true and accurate record of the previous Audit Committee Meeting held on the 6th December 2017.

13.5 ACTION LIST

63/2018 RESOLVED (Donald Garner/David Murrungun)

- (a) That Audit Committee receive and note the Audit Committee Confidential Action List.

13.6 LOSS OR ADVERSE EVENTS

64/2018 RESOLVED (Donald Garner/David Murrungun)

- (a) That Audit Committee receive and note the report on Loss or Adverse Events.

13.7 COUNCIL POLICIES - NEW, REVIEWED AND UPDATED

65/2018 RESOLVED (Sandra Cannon/Donald Garner)

- (a) That the Audit Committee receives and notes the update on Council Policies.

13.8 LOCAL GOVERNMENT COMPLIANCE REVIEW

66/2018 RESOLVED (David Murrungun/Donald Garner)

- (a) That the Confidential Audit Committee receives and notes the Response Letter from the Department of Housing and Community Development for the 2017 Compliance Review.
- (b) That the Audit Committee receives and notes RGRC's response to the issues raised by the Department of Housing and Community Development.

13.9 TERMS OF REFERENCE

67/2018 RESOLVED (David Murrungun/Donald Garner)

- (a) That the Confidential Audit Committee receives and notes the revised Audit Committee Terms of Reference as adopted by Council at the 18 April 2018 Ordinary Meeting of Council

1. BUSINESS ARISING

NIL

2. GENERAL BUSINESS

68/2018 RESOLVED (Sandra Cannon/Garry Lambert)

- (a) That the Confidential Audit Committee receives and notes the revised Audit Committee Terms of Reference as adopted by Council at the 18 April 2018 Ordinary Meeting of Council

13.1 Service Provider Risk Profile IAS - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

13.2 Compliance Considerations - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

13.3 Audit Committee Work Plan - *The report will be dealt with under Section 65(2) (ciii) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person; AND information provided to the council on condition that it be keep confidential.*

13.4 Confirmation of Previous Confidential Audit Committee Meeting Minutes - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It*

contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person (TOR state to keep Audit reports confidential).

- 13.5 Action List** - *The report will be dealt with under Section 65(2) (ci) (cii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person; AND information that would, if publicly disclosed, be likely to prejudice the maintenance or administration of the law.*
- 13.6 Loss or Adverse Events** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person (TOR state to keep Audit reports confidential).*
- 13.7 Council Policies - new, reviewed and updated** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*
- 13.8 Local Government Compliance Review** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*
- 13.9 Terms of Reference** - *The report will be dealt with under Section 65(2) (ciii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person*

3. ITEMS FOR NEXT MEETING

CLOSE OF MEETING

The meeting terminated at 12.35pm.

This page and preceeding 5 Pages are the minutes of the AGES ARE THE MINUTES OF THE Audit Committee Meeting HELD ON Wednesday, 9 May 2018 AND CONFIRMED Wednesday, 19 September 2018.

Chairperson