

MINUTES OF THE ROPER GULF REGIONAL COUNCIL, AUDIT AND RISK
COMMITTEE MEETING HELD AT THE ROPER ROOM, ROPER GULF REGIONAL
COUNCIL SUPPORT CENTRE,
2 CRAWFORD STREET, KATHERINE, NT
ON WEDNESDAY, 7 JUNE 2023 AT 10:00AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Independent Member Ian SWAN (Chairperson);
- Independent Member Carolyn EAGLE;
- Independent Member Claudia GOLDSMITH (videoconference); and
- Councillor Patricia FARRELL.

1.2 Staff

- Cindy HADDOW, Acting Chief Executive Officer;
- James SANDERS, Finance Manager;
- Chloe IRLAM, Governance Engagement Coordinator; and
- Bhumika ADHIKARI, Governance Officer (minute secretary).

1.3 Guests

- Matthew KENNON, Director Merit Partners.

2 MEETING OPENED

The Audit Committee Meeting opened at 10:06am.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOOGIES AND LEAVE OF ABSENCE

123/2023 **RESOLVED (Carolyn EAGLE/Patricia FARRELL)**

CARRIED

That the Audit and Risk Committee accepts the tendered apology from Councillor John DALYWATER.

5 QUESTIONS FROM THE PUBLIC

Nil.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF AUDIT AND RISK COMMITTEE PREVIOUS MINUTES - 17 AUGUST 2022

124/2023 RESOLVED (Carolyn EAGLE/Patricia FARRELL)

CARRIED

That the Audit and Risk Committee confirms the draft minutes of the Audit and Risk Committee Meeting held on 12 April 2023 and affirms them to be a true and accurate record of that meetings decisions and proceedings.

7 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

8 CALL FOR ITEMS OF GENERAL BUSINESS

- Review of the Audit and Risk Committee's Terms of Reference;
- Development of an annual Work Plan;
- Review of the Risk Management framework, including contract outsourcing and purchasing procedures; and
- An update on the Compliance review.

9 DISCLOSURES OF INTEREST

Independent Member Carolyn EAGLE declared a pecuniary interest as being CouncilBiz Member under the *Local Government Act* and took no further part in debate or discussion.

10 INCOMING CORRESPONDENCE

10.1 INCOMING CORRESPONDENCE

125/2023 RESOLVED (Carolyn EAGLE/Patricia FARRELL)

CARRIED

That the Audit and Risk Committee accepts the incoming correspondence.

11 OUTGOING CORRESPONDENCE

Nil.

12 GENERAL BUSINESS

12.1 REVIEW OF THE AUDIT AND RISK COMMITTEE'S TERMS OF REFERENCE

126/2023 RESOLVED (Carolyn EAGLE/Patricia FARRELL)

CARRIED

That the Audit and Risk Committee deferred this item to the next Audit and Risk Committee Meeting on Wednesday, 16 August 2023.

12.2 DEVELOPMENT OF AN ANNUAL WORK PLAN

127/2023 RESOLVED (Carolyn EAGLE/Patricia FARRELL)

CARRIED

That the Audit and Risk Committee deferred this item to the next Audit and Risk Committee Meeting on Wednesday, 16 August 2023.

12.3 REVIEW OF THE RISK MANAGEMENT FRAMEWORK, INCLUDING CONTRACT OUTSOURCING AND PURCHASING PROCEDURES

128/2023 RESOLVED (Carolyn EAGLE/Claudia GOLDSMITH) CARRIED

That the Audit and Risk Committee deferred this item to the next Audit and Risk Committee Meeting on Wednesday, 16 August 2023.

12.4 AN UPDATE ON THE COMPLIANCE REVIEW

129/2023 RESOLVED (Carolyn EAGLE/Patricia FARRELL) CARRIED

That the Audit and Risk Committee deferred this item to the next Audit and Risk Committee Meeting on Wednesday, 16 August 2023.

12.5 RISKS REGISTER

130/2023 RESOLVED (Carolyn EAGLE/Patricia FARRELL) CARRIED

That the Audit and Risk Committee deferred this item to the next Audit and Risk Committee Meeting on Wednesday, 16 August 2023.

12.6 AUDIT PLAN FOR THE YEAR ENDING 30 JUNE 2023

131/2023 RESOLVED (Claudia GOLDSMITH/Carolyn EAGLE) CARRIED

That the Audit and Risk Committee requests the Chief Executive Officer to provide an update on the status of the FY 2023 financial reporting timeline and the status of the external audit completion timeline and the status report on the MYOB advanced cutover schedule from the management.

12.7 AUDIT AND RISK COMMITTEE MEETING DATE CHANGE FOR AUGUST 2023

132/2023 RESOLVED (Carolyn EAGLE/Claudia GOLDSMITH) CARRIED

That the Audit and Risk Committee reschedules the Audit and Risk Committee Meeting from the 16 August 2023 to 15 August 2023.

Cr Patricia FARRELL left the meeting, the time being 11:02 am.

Cr Patricia FARRELL returned to the meeting, the time being 11:04 am.

13 EXECUTIVE REPORTS

13.1 AUDIT AND RISK COMMITTEE MEMBER ATTENDANCE REPORT

133/2023 RESOLVED (Carolyn EAGLE/Patricia FARRELL) CARRIED

That the Audit and Risk Committee receives and notes the Audit and Risk Committee Member Attendance Report.

14 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT

Nil.

15 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT

Nil.

16 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT

Nil.

17 CONFIDENTIAL ITEMS

MOVE TO CONFIDENTIAL ITEMS

134/2023 RESOLVED (Carolyn EAGLE/Patricia FARRELL)

CARRIED

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

17.1 Confirmation of Previous Minutes of the Confidential Session – *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iv) (d).*

17.2 Action List – *The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(iv), information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

17.3 Executive Report - Corporate Services and Sustainability –*The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(iv), information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

17.4 Risk Register Update – *The report will conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(iv), information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.*

The meeting moved to the Confidential Items at 11:44 am.

RETURN TO OPEN

135/2023 RESOLVED (Carolyn EAGLE/Patricia FARRELL)

CARRIED

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021 the meeting be re-opened to the public.

The Meeting re-opened to the public at 12:14 pm.

18 ITEMS FOR NEXT MEETING

19 CLOSE OF MEETING

The meeting closed at 12:15 pm.

This page and the preceding pages are the minutes of the Audit and Risk Committee Meeting held on Wednesday, 7 June 2023 and will be confirmed Wednesday, 16 August 2023.

Chairperson Ian SWAN
Confirmed on Tuesday 15 August 2023