

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 MONDAY, 23 OCTOBER 2023 AT 11:00AM

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**1 PRESENT MEMBERS/STAFF/GUESTS**

**1.1 Members**

- Independent Member Ian SWAN (Chairperson);
- Independent Member Carolyn EAGLE;
- Independent Member Claudia GOLDSMITH (video conference);
- Councillor John DALYWATER; and
- Councillor Patricia FARRELL.

**1.2 Staff**

- Marc GARDNER, Chief Executive Officer;
- Cindy HADDOW, General Manager Corporate Services and Sustainability;
- Cristian COMAN, Manager Corporate Compliance;
- Maricar RHODES, Executive Assistant to the Chief Executive Officer; and
- Bhumika ADHIKARI, Governance Officer (minute secretary).

**1.3 Guests**

Nil.

**2 MEETING OPENED**

The Audit Committee Meeting opened at 11:07 am.

**3 WELCOME TO COUNTRY**

**4 APOLOGIES AND LEAVE OF ABSENCE**

**4.1 APOLOGIES AND LEAVE OF ABSENCE**

**149/2023 RESOLVED (Patricia FARRELL/John DALYWATER)**

**CARRIED**

That the Audit and Risk Committee receives and notes the apologies and leave of absence report.

**5 QUESTIONS FROM THE PUBLIC**

## **6 CONFIRMATION OF PREVIOUS MINUTES**

### **6.1 CONFIRMATION OF AUDIT AND RISK COMMITTEE PREVIOUS MINUTES - 16 AUGUST 2023**

*150/2023 RESOLVED (Patricia FARRELL/Carolyn EAGLE)*

**CARRIED**

That the Audit and Risk Committee confirms the draft minutes of the Audit and Risk Committee Meeting held on 16 August 2023 and affirms them to be a true and accurate record of that meetings decisions and proceedings.

## **7 BUSINESS ARISING FROM PREVIOUS MINUTES**

### **7.1 ACTION LIST**

*151/2023 RESOLVED (John DALYWATER/Patricia FARRELL)*

**CARRIED**

That the Audit and Risk Committee:

- (a) receives and notes the Action List; and
- (b) approves the removal of completed items.

## **8 CALL FOR ITEMS OF GENERAL BUSINESS**

## **9 DISCLOSURES OF INTEREST**

There were no declarations of interest at this Audit Committee Meeting.

## **10 INCOMING CORRESPONDENCE**

Nil.

## **11 OUTGOING CORRESPONDENCE**

Nil.

## **12 GENERAL BUSINESS**

## **13 EXECUTIVE REPORTS**

### **13.1 PROCUREMENT OF AUDITING SERVICES FOR A PERIOD OF 3 YEARS**

*152/2023 RESOLVED (Claudia GOLDSMITH/Patricia FARRELL)*

**CARRIED**

That the Audit and Risk Committee receives and notes the procurement activity being undertaken for the provision of auditing services for a period of 3 years.

### **13.2 AUDIT AND RISK COMMITTEE MEMBER ATTENDANCE REPORT**

*153/2023 RESOLVED (Claudia GOLDSMITH/John DALYWATER)*

**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**

## **15 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT**

### **15.1 COUNCIL'S FINANCIAL REPORT AS AT 30 SEPTEMBER 2023**

**154/2023 RESOLVED (Patricia FARRELL/Carolyn EAGLE)**

**CARRIED**

That the Audit and Risk Committee:

- (a) receives and notes the Council's Financial Report as at 30 September 2023; and
- (b) requests provided with update (out of session) on the balance of Account Receivable amount.

## **16 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT**

### **17 CONFIDENTIAL ITEMS**

#### **MOVE TO CONFIDENTIAL ITEMS**

**155/2023 RESOLVED (Carolyn EAGLE/Claudia GOLDSMITH)**

**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.

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**17.1 Confirmation of Previous Minutes of the Confidential Session** - *The report will be 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.*

**17.2 Risk Register Update** - *The report will be conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(c)(iii), information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.*

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

**17.4 Draft Audit and Risk Committee Work Plan 23-24** - *The report will be 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.*

**17.5 Update on current legal matters** - *The report will be conducted in accordance with the Local Government Act 2019 and Local Government (General) Regulations 2021 s51(1)(d), information subject to an obligation of confidentiality at law, or in equity.*

**17.6 Unaudited Financial Statement** - *The report will be 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.*

**17.7 Terms of Reference Review** - *The report will be 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 12:11pm.*

## **RETURN TO OPEN**

156/2023 **RESOLVED (Carolyn EAGLE/Claudia GOLDSMITH)**

**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 1:45 pm.*

## **18 ITEMS FOR NEXT MEETING**

## **19 CLOSE OF MEETING**

The meeting closed at 1:46 pm.

This page and the preceding pages are the minutes of the Audit and Risk Committee Meeting held on Monday, 23 October 2023 and will be confirmed .

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Chairperson Ian SWAN  
Confirmed on {insert date}