

MINUTES

Risk Management and Audit Committee **Tuesday 7 April 2022**

The Committee Meeting of the City of Palmerston held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830.

Minutes of Risk Management and Audit Committee Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Thursday 7 April 2022 at 5:30pm.

PRESENT

COMMITTEE MEMBERS

Clare Milikins, Independent Member (Chair)
Steve Bartlett, Independent Member
Mayor Athina Pascoe-Bell
Deputy Mayor Sarah Henderson
Councillor Amber Garden

STAFF

Chief Executive Officer, Luccio Cercarelli
Deputy Chief Executive Officer, Amelia Vellar
General Manager Community Culture, Anna Ingram
Acting General Manager Infrastructure, Glenn Collins
Director Governance Finance, Wati Kerta
Minute Secretary, Chloe Hayes

GALLERY

KPMG Senior Consultant, Chris Wie

1 ACKNOWLEDGEMENT OF COUNTRY

I respectfully acknowledge the traditional owners of the land on which we are meeting – the Larrakia People – and pay my respects to their elders, past, present and future.

2 OPENING OF MEETING

The Chair declared the meeting open at 5:07pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Nil

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Nil

5 DECLARATION OF INTEREST

5.1 Committee Members

Nil

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Mayor Pascoe-Bell

Seconded: Councillor Garden

THAT the Minutes of the Council Meeting held on 20 October 2021 pages 170 to 175 be confirmed.

CARRIED RMA10/14 – 77/04/2022

Initials: 

6.2 Business Arising from Previous Meeting

Nil

7 DEPUTATIONS AND PRESENTATIONS

Nil

8 CONFIDENTIAL ITEMS

8.1 Moving Confidential Items into Open

Nil

8.2 Moving Open Items into Confidential

Nil

8.3 Confidential Items

Nil

9 OFFICER REPORTS

9.1 Action Reports

9.1.1 Action Report - April 2022

Moved: Steve Bartlett
Seconded: Mayor Pascoe-Bell

THAT the Risk Management and Audit Committee recommend to the Council:

1. THAT Report entitled Action Report - April 2022 be received and noted.
2. THAT the Risk Management and Audit Committee approve the change in date for the following:
 - a) Completion of the IT Disaster Recovery Plan and that a report be presented to the Risk Management Committee Meeting by July 2022.
 - b) Risk Management and Audit Committee Workshop to be held by the end of April 2022.

CARRIED RMA10/15 - 7/04/2022

9.1.2 IT Disaster Recovery Plan Update

Moved: Councillor Garden
Seconded: Mayor Pascoe-Bell

THAT the Risk Management and Audit Committee recommend to the Council:

Initials: 

1. THAT Report entitled IT Disaster Recovery Plan Update be received and noted.
2. THAT the Control Improvement Plan Register be updated to reflect that the IT Disaster Recovery Plan to be completed by July 2022.

CARRIED RMA10/16 – 77/04/2022

9.1.3 Strategic Asset Management Plan Update

Moved: Steve Bartlett
Seconded: Councillor Garden

THAT the Risk Management and Audit Committee recommend to the Council:

1. THAT Report entitled Strategic Asset Management Plan Update be received and noted.
2. THAT the Control Improvement Plan Register be updated to reflect:
 - a) The completion of the Asset Management Plan updates
 - b) The Asset Management Framework in accordance with ISO55001 to be completed by October 2022; and
 - c) The Strategic Asset Management Plan to be completed by August 2022.

CARRIED RMA10/17 – 77/04/2022

9.1.4 Management Response to External Audit Observations 2021

Moved: Mayor Pascoe-Bell
Seconded: Steve Bartlett

THAT the Risk Management and Audit Committee recommend to the Council:

1. THAT Report entitled Management Response to External Audit Observations 2021 be received and noted.
2. THAT Council notes that the outstanding actions must be completed as part of the preparation of the 2021-22 financial statements and that the Chief Executive Officer will provide a written update to the City of Palmerston External Auditor.

CARRIED RMA10/18 – 77/04/2022

Deputy Mayor Henderson entered the meeting at 5:17 pm.

9.1.5 Update Strategic Risk Review

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Henderson

THAT the Risk Management and Audit Committee recommend to the Council:

1. THAT Report entitled Update Strategic Risk Review be received and noted.

Initials: 

2. THAT a Risk Management and Audit Committee workshop be conducted for the end of April 2022.

CARRIED RMA10/19- 77/04/2022

9.2 Receive and Note Reports

9.2.1 Insurance Program Review

Moved: Steve Bartlett
Seconded: Deputy Mayor Henderson

THAT the Risk Management and Audit Committee recommend to the Council:

THAT Report entitled Insurance Program Review be received and noted.

CARRIED RMA10/20 - 77/04/2022

10 INFORMATION AND CORRESPONDENCE

10.1 Information

Nil

10.2 Correspondence

Nil

11 GENERAL BUSINESS

Nil

12 NEXT COMMITTEE MEETING

Moved: Mayor Pascoe-Bell
Seconded: Councillor Garden

THAT the next Risk Management and Audit Committee Meeting be held on Tuesday, 24 May 2022 at 5:00pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED RMA10/21 - 77/04/2022

Initials: 

13 CLOSURE OF MEETING TO PUBLIC

Moved: Mayor Pascoe-Bell
Seconded: Councillor Garden

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.

CARRIED RMA10/22 - 77/04/2022

The Chair declared the meeting closed at 6:03pm.


Chair

CLARE MILIKINS
Print Name

24 / 05 / 2022.
Date

Initials: 