

AGENDA

Risk Management and Audit Committee

Tuesday 23 May 2023

The Committee Meeting of the City of Palmerston will be held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830 commencing at 5:00 PM.



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER



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 - 5.1 Committee Members
 - 5.2 Staff
- 6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 28 February 2023 pages 214 to 218 be confirmed.

6.2 Business Arising from Previous Meeting

7 DEPUTATIONS AND PRESENTATIONS

8 CONFIDENTIAL ITEMS

8.1 Moving Confidential Items into Open

8.2 Moving Open Items into Confidential

8.3 Confidential Items

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Category	Confidential Clause
16.1.1	Council Performance, Service Delivery and Budget Review.	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it

		be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
16.2.1	Council Performance, Service Delivery and Budget Review.	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
16.2.2	Council Performance, Service Delivery and Budget Review.	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
16.2.3	Council Performance, Service Delivery and Budget Review.	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
16.2.4	Council Performance, Service Delivery and Budget Review.	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(e) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

9 OFFICER REPORTS

COMMITTEE REPORT

Committee Meeting

AGENDA ITEM:	9.2.1
REPORT TITLE:	Action Update Report
MEETING DATE:	Tuesday 23 May 2023
AUTHOR:	Acting Director for Finance and Governance, Sheree Jeeves
APPROVER:	Director Finance and Governance, Wati Kerta

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This Report seeks to inform the Risk Management and Audit Committee on the progress of outstanding actions on the register.

KEY MESSAGES

- Information on the progress on 4 outstanding actions is provided in this report.

RECOMMENDATION

THAT Report entitled Action Update Report be received and noted.

BACKGROUND

This report provides Council with an update on the progress on actions from previous meetings.

At the Meeting of 28/02/2023 RMAC made the following decision:

9.2.1 Action Update Report

1. *THAT Report entitled Action Update Report be received and noted.*
2. *THAT the RMAC recommend to the Council that an internal audit recommendations action register is provided to future RMAC agendas.*

CARRIED RMA10/60 – 28/02/2023

DISCUSSION

The table below contains the actions that the Risk Management and Audit Committee has requested Council staff address or provide further information on.

Committee Decision No.	Date	Decision	Status	Comment
RMA10/60	28/02/23	That an internal audit recommendations action register is provided to future RMAC agendas.	Complete	Provided in the report titled Internal Audit in the agenda to RMAC 23 May 2023 and will continue to be provided at each meeting.
RMA10/50	25/10/2022	<p>THAT Council adopts the Asset Management Framework with inclusion of administrative amendments identified by the committee.</p> <p>THAT the Control Improvement Plan register be updated to reflect completion of the Asset Management Framework.</p>	Complete	Endorsed by Council on 1/11/2022, Decision No 10/598.
RMA10/55	25/10/2022	THAT the RMAC hold a workshop before the next meeting to discuss the revised strategic risks, the controls to mitigate the risk and the related internal Audit Plan.	Complete	Workshop held with Council on 16/2/23. Report on outcomes provided to RMAC meeting 28/2/2023.
RMA10/0048	25/10/2022	That the Mobile Device Management Software Platform Implementation and the ERP implementation project be reported at the next committee meeting.	Complete.	Update report presented to RMAC meeting 28/2/2023.

CONSULTATION PROCESS

The following City of Palmerston staff were consulted in preparing this Report:

- Executive Manager Finance and Economics

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications relating to this Report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following Risk Management and Audit Committee Terms of Reference:

- Risk Management and Internal Controls
- Internal and External Audit
- Review of Annual Report

This Report addresses the following City of Palmerston Strategic Risks:

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- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the City and Administration to account.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

Nil

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10 INFORMATION AND CORRESPONDENCE

10.1 Information

10.2 Correspondence

11 GENERAL BUSINESS

12 NEXT COMMITTEE MEETING

THAT the next Risk Management and Audit Committee Meeting be held on Tuesday, 25 July 2023 at 5:00pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

13 CLOSURE OF MEETING TO PUBLIC

THAT pursuant to *section 99(2) and 293(3)(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.



MINUTES

Risk Management and Audit Committee

Tuesday 28 February 2023

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

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COMMITTEE MINUTES

Minutes of the Risk Management and Audit Committee Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 28 February 2023 at 5:00pm.

PRESENT

COMMITTEE MEMBERS

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

STAFF

General Manager of Infrastructure, Nadine Nilon
General Manager of Community and Culture, Anna Ingram
Director of Finance and Governance, Wati Kerta
Minute Secretary, Jodi Holden

GALLERY

Four members of staff

Initials: _____



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COMMITTEE MINUTES

1 ACKNOWLEDGEMENT OF COUNTRY

City of Palmerston acknowledges the Larrakia people as the Traditional Custodians of the Palmerston region. We pay our respects to the Elders past, present and future leaders and extend that respect to all Aboriginal and Torres Strait Islander people.

2 OPENING OF MEETING

The Chair declared the meeting open at 5.01pm.

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: Councillor Garden
Seconded: Steve Bartlett

THAT the Minutes of the Risk Management and Audit Committee Meeting held on 25 October 2023 pages 204 to 209 be confirmed.

CARRIED RMA10/58 – 28/02/2023

Initials: _____

MINUTES RISK MANAGEMENT AND AUDIT COMMITTEE MEETING - 28 FEBRUARY 2023 215



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COMMITTEE MINUTES

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

Moved: Mayor Pascoe-Bell
Seconded: Councillor Henderson

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

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16.1.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
16.2.1	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local

Initials: _____



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COMMITTEE MINUTES

		Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.
16.2.2	Council Performance, Service Delivery and Budget Review	This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 51(1)(c)(iv) of the Local Government (General) Regulations 2021, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

CARRIED RMA10/59 - 28/02/2023

9 OFFICER REPORTS

9.1 Action Reports

Nil

9.2 Receive and Note Reports

9.2.1 Action Update Report

Moved: Steve Bartlett
Seconded: Councillor Garden

1. THAT Report entitled Action Update Report be received and noted.
2. THAT the RMAC recommend to the Council that an internal audit recommendations action register is provided to future RMAC agendas.

CARRIED RMA10/60 - 28/02/2023

10 INFORMATION AND CORRESPONDENCE

10.1 Information

Nil

10.2 Correspondence

Nil

Initials: _____

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COMMITTEE MINUTES

11 GENERAL BUSINESS

Nil

12 NEXT COMMITTEE MEETING

Moved: Councillor Garden
Seconded: Mayor Pascoe-Bell

THAT the next Risk Management and Audit Committee Meeting be held on Tuesday, 23 May 2023 at 5:00pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

CARRIED RMA10/61 - 28/02/2023

13 CLOSURE OF MEETING TO PUBLIC

Moved: Mayor Pascoe-Bell
Seconded: Steve Bartlett

THAT pursuant to section 99(2) and 293(3)(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 RMA10/62 - 28/02/2023

The Chair declared the meeting closed at 7.33pm.

Chair

Print Name

Date

Initials: _____