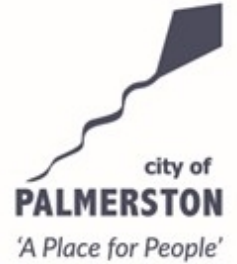


# AGENDA

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## RISK MANAGEMENT AND AUDIT COMMITTEE MEETING

THURSDAY 26 FEBRUARY 2026

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

Council business papers can be viewed on City of Palmerston's website [palmerston.nt.gov.au](http://palmerston.nt.gov.au) or at the Council Office located: Civic Plaza, 1 Chung Wah Terrace, Palmerston NT 0830.

A handwritten signature in black ink, appearing to read "NADINE NILON", is positioned above a horizontal line.


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NADINE NILON  
ACTING CHIEF EXECUTIVE OFFICER



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- 1 ACKNOWLEDGEMENT OF COUNTRY
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  - 3 APOLOGIES AND LEAVE OF ABSENCE
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  - 4 AUDIO/AUDIOVISUAL CONFERENCING PREVIOUSLY GRANTED
  - 5 DECLARATION OF INTEREST
    - 5.1 Committee members
    - 5.2 Staff
  - 6 CONFIRMATION OF MINUTES
    - 6.1 Confirmation of minutes

THAT the Minutes of the Risk Management and Audit Committee Meeting held on 23 October 2025 pages 342 to 351 be confirmed.
    - 6.2 Business arising from previous meeting
  - 7 DEPUTATIONS AND PRESENTATIONS
  - 8 VERBAL UPDATE
    - 8.1 Mayoral Update
    - 8.2 Chief Executive Officer Update
  - 9 CONFIDENTIAL ITEMS
    - 9.1 Moving confidential items into open

## 9.2 Moving open items into confidential

### 9.3 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
19.1.1	Council Project Initiative	51(1)(c)(iv), 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.
19.1.2	Council Performance, Service Delivery and Budget Review	51(1)(c)(iv), 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.
19.1.3	Council Performance, Service Delivery and Budget Review	51(1)(c)(iv), 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.
19.1.4	Council Performance,	51(1)(c)(iv), This item is considered 'Confidential' pursuant to section 99(2)

	Service Delivery and Budget Review	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.
19.2.1	Council Performance, Service Delivery and Budget Review	51(1)(c)(iv), 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.
19.2.2	Council Performance, Service Delivery and Budget Review	51(1)(c)(iv), 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.

## 10 OFFICER REPORTS

# COMMITTEE REPORT

Committee Meeting

<b>Agenda Item:</b>	10.1.1
<b>Report Title:</b>	Action Report
<b>Meeting Date:</b>	Thursday 26 February 2026
<b>Author:</b>	Executive Assistant to General Manager Finance and Governance, Alexandra Malady
<b>Approver:</b>	General Manager 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 updates the Risk Management and Audit Committee on the progress of outstanding Open actions on the register.

## Key messages

- Governance maintains a register of decisions from the Risk Management and Audit Committee (RMAC).
- Updates are provided at each committee meeting to ensure that RMAC has oversight over progress of actions.
- There are currently three actions on the open Action Report for review. These actions and their comments are provided at **Attachment 10.1.1.1**
- This report provides details of the actions that are complete and that remain in progress.

## Recommendation

1. THAT Report entitled Action Report be received and noted.
2. THAT the Risk Management and Audit Committee recommend to Council that the following item can be removed from the Action Report at **Attachment 10.1.1.1**.
  - a. Risk Management & Audit Committee Annual Work Plan RMA11/005

## Background

At each meeting, the committee receives an update on actions that remain on the decision register for RMAC.

At the 23 October 2025 RMAC meeting, the committee received and noted the July 2025 Action Report, as there were no outstanding action items within the RMAC Action Register.

## Discussion

The Action Report is provided at **Attachment 10.1.1.1**.

### October 2025

#### *Annual Work Plan*

The recommendations from RMAC in relation to the Risk Management & Audit Committee Annual Work Plan RMA11/005 were adopted by Council on 4 November 2025. It is recommended that this action can be removed from the Action Report as it has been completed.

#### *Audit Committee Self-Assessment*

The Annual Audit Committee Self-Assessment as per RMA11/007 was undertaken in November 2025. Responses have been collated and an action plan has been drafted to address recommendations. Key feedback focused on induction and committee process information available to members, including Elected Members and Independent Members. In response, an induction manual is being prepared for the committee as a resource.

Information regarding the self-assessment, the action plan and the Chairs Report will be submitted to Council and then circulated to the committee out of session, with progress reported on at the May 2026 meeting.


It is recommended that this decision remain on the Action Report for monitoring until all actions have been completed.

#### *Whistleblower Policy*

The Whistleblower Policy was reviewed as per feedback provided by RMAC at the October 2025 meeting. The policy was presented to Council on 3 February 2026 and adopted. Following Council's adoption of the Whistleblower Policy, a review identified that the policy includes provisions relating to employees who are subject to mandatory reporting to ICAC. This content extends beyond the intended scope of a Whistleblower Protection Policy.

Accordingly, the policy will be amended to remove the relevant provisions. Any necessary guidance regarding actions outside the whistleblower protection framework will be addressed through appropriate procedures or a separate policy, if required.

This amendment ensures the policy remains aligned with legislative intent and good governance practice.



Furthermore, whilst the policy was adopted, the decision RMA11/006 will remain on the Action Report, as the action to ensure no limitations be placed on actions that can be taken in relation to fraud and corruption matters and to look into the mechanism for reporting and addressing the safety of the Whistleblower has not been completed.

## Consultation and marketing

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

- Governance Staff.
- Executive Manager Financial Performance.

## Policy implications

This report relates to the Risk Management and Audit Committee Terms of Reference.

## 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

This Report addresses the following City of Palmerston Strategic Risks:

- 6. Governance**  
Failure to effectively govern.

## Strategies, framework and plans implications

There are no strategy, framework or plan 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

1. Action Report Open [**10.1.1.1** - 2 pages]

# RISK MANAGEMENT & AUDIT COMMITTEE

## Action Report – Open

Meeting date	Title	Resolution	Decision No.	Status	Comments
23/10/2025	Risk Management & Audit Committee Annual Work Plan	<p>1.THAT Report entitled Risk Management &amp; Audit Committee Annual Work Plan be received and noted.</p> <p>2.THAT the Risk Management and Audit Committee recommend:</p> <p>a) THAT Council endorse the Risk Management &amp; Audit Committee Work Plan for 2026 at <b>Attachment 9.1.1.1</b> to Report entitled Risk Management &amp; Audit Committee Annual Work Plan and adopt the 2026 meeting dates:</p> <p>i. 26 February 2026</p> <p>ii. 26 May 2026</p> <p>iii. 25 August 2026</p> <p>iv. 22 October 2026.</p>	RMA11/005	COMPLETE	<p>Council adopted recommendations on 4 November 2025.</p> <p>Workplan has now been implemented.</p>
23/10/2025	Whistleblower Policy	<p>1.THAT Report entitled Whistleblower Policy be received and noted.</p> <p>2.THAT the Risk Management &amp; Audit Committee recommends to Council:</p> <p>a) THAT prior to presenting to Council that the draft policy at Attachment 9.1.2.1 to Report entitled Whistleblower Policy be reviewed to ensure no limitations be placed on actions that can be taken in relation to fraud and corruption matters and to look into the mechanism for reporting and addressing the safety of the Whistleblower.</p>	RMA11/006	PARTIALLY COMPLETE	<p>The policy was presented to Council on 3 March 2026 and adopted.</p> <p>However will remain on the action registers as the policy will be amended as it includes elements outside the scope of a Whistleblower Policy. Furthermore the action to ensure no</p>

					imitations be placed on actions that can be taken in relation to fraud and corruption matters and to look into the mechanism for reporting and addressing the safety of the Whistleblower has not been completed.
23/10/2025	Annual Audit Committee Self-Assessment	<p>1.THAT Report entitled Annual Audit Committee Self-Assessment be received and noted.</p> <p>2.THAT the Risk Management and Audit Committee recommend to Council:</p> <p>a) THAT the Risk Management and Audit Committee work plan list an annual committee self-assessment to be completed following the last RMAC meeting of the year.</p> <p>b) THAT the Risk Management and Audit Committee Chairperson write to the Mayor and Council annually to report on the committee’s activities and the outcomes of the annual self-assessment and that this be presented at a Council meeting.</p>	RMA11/007	IN PROGRESS	<p>Council adopted recommendations on 4 November 2025.</p> <p>A survey was completed and the feedback from the survey is being compiled and an action plan has been drafted and a report will be presented to Council with a further report presented to RMAC at May 2026 RMAC meeting.</p>



## 11 INFORMATION AND CORRESPONDENCE

### 11.1 Information

### 11.2 Correspondence

## 12 GENERAL BUSINESS

## 13 NEXT COMMITTEE MEETING

THAT the next Risk Management and Audit Committee Meeting be held on Tuesday, 26 May 2026 at 5:00pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

## 14 CLOSURE OF MEETING TO PUBLIC

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.



# MINUTES

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## RISK MANAGEMENT AND AUDIT COMMITTEE MEETING THURSDAY 23 OCTOBER 2025

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

Council business papers can be viewed on City of Palmerston's website [palmerston.nt.gov.au](http://palmerston.nt.gov.au)

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Minutes of Risk Management and Audit Committee Meeting  
held in Council Chambers  
Civic Plaza, 1 Chung Wah Terrace, Palmerston  
on Thursday 23 October 2025 at 5:00pm.

**PRESENT**

**COMMITTEE  
MEMBERS**

Clare Milikins, Independent Member (Chair)  
Craig Kirby, Independent Member  
David Ray, Independent Member (*Via Audio/ Audiovisual*)  
Mayor Athina Pascoe-Bell  
Councillor Wayne Bayliss  
Councillor Sarah Henderson

**STAFF**

Acting Chief Executive Officer, Wati Kerta  
General Manager Community, Konrad Seidl  
General Manager People and Place, Emma Blight  
Acting General Manager Infrastructure, Michael Williams  
Executive Manager Organisational Performance, Penny Hart  
Acting Executive Manager Financial Performance, Jeffrey Guilas  
IT and Asset Manager, Glen Collins  
Finance Data and System Lead, Canet Vas  
Governance Lead, Angie Torr  
Minute Secretary, Alexandra Malady

**GALLERY**

Nil members of the public  
Councillor, Rob Waters  
Casmel Taziwa, Audit Partner BDO Audit (NT)

Initials: \_\_\_\_\_

## 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 5:01 pm.

## 3 APOLOGIES

Nil

## 4 DECLARATION OF INTEREST

### 4.1 Committee members

Nil

### 4.2 Staff

Nil

## 5 CONFIRMATION OF MINUTES

### 5.1 Confirmation of minutes

Moved: Councillor Henderson

Seconded: Craig Kirby

THAT the Minutes of the Risk Management and Audit Committee Meeting held on Tuesday 29 July 2025 pages 330 to 336 be confirmed.

**CARRIED (6/0) - RMA11/001 - 23/10/2025**

### 5.2 Business arising from previous meeting

Nil

## 6 DEPUTATIONS AND PRESENTATIONS

Nil

Initials: \_\_\_\_\_



## 7 VERBAL UPDATE

### 7.1 Mayoral Update

Moved: Mayor Pascoe-Bell  
 Seconded: Councillor Bayliss

THAT the verbal report provided by Mayor Athina Pascoe-Bell regarding Mayoral Update be received and noted.

CARRIED (6/0) - RMA11/002 - 23/10/2025

### 7.2 Chief Executive Officer Update

Moved: Mayor Pascoe-Bell  
 Seconded: Councillor Henderson

THAT the verbal report provided by Acting Chief Executive Officer Wati Kerta regarding Chief Executive Officer Update be received and noted.

CARRIED (6/0) - RMA11/003 - 23/10/2025

## 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: Craig Kirby

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

Initials: \_\_\_\_\_

18.1.1	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)(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.
18.1.2	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.
18.1.3	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)(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.
18.1.4	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)(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

Initials: \_\_\_\_\_

		publicly disclosed, be likely to prejudice the interests of the council or some other person.
18.1.5	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.
18.1.6	Council Project Initiative	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.
18.2.1	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 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.
18.2.2	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

Initials: \_\_\_\_\_

		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.
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CARRIED (6/0) - RMA11/004 - 23/10/2025

## 9 OFFICER REPORTS

### 9.1 Action reports

#### 9.1.1 Risk Management & Audit Committee Annual Work Plan

Moved: Councillor Bayliss  
Seconded: Mayor Pascoe-Bell

1. THAT Report entitled Risk Management & Audit Committee Annual Work Plan be received and noted.
2. THAT the Risk Management and Audit Committee recommend:
  - a. THAT Council endorse the risk Management & Audit Committee Work Plan for 2026 at **Attachment 9.1.1.1** to Report entitled Risk Management & Audit Committee Annual Work Plan and adopt the 2026 meeting dates:
    - i. 26 February 2026
    - ii. 26 May 2026
    - iii. 25 August 2026
    - iv. 22 October 2026.

CARRIED (6/0) - RMA11/005 - 23/10/2025

#### 9.1.2 Whistleblower Policy

Moved: Councillor Henderson  
Seconded: Craig Kirby

1. THAT Report entitled Whistleblower Policy be received and noted.
2. THAT the Risk Management & Audit Committee recommends to Council:

Initials: \_\_\_\_\_

- a. THAT prior to presenting to Council that the draft policy at **Attachment 9.1.2.1** to Report entitled Whistleblower Policy be reviewed to ensure no limitations be placed on actions that can be taken in relation to fraud and corruption matters and to look into the mechanism for reporting and addressing the safety of the Whistleblower.

**CARRIED (6/0) - RMA11/006 – 23/10/2025**

### 9.1.3 Annual Audit Committee Self-Assessment

**Moved:** Clare Milikins  
**Seconded:** Craig Kirby

1. THAT Report entitled Annual Audit Committee Self-Assessment be received and noted.
2. THAT the Risk Management and Audit Committee recommend to Council:
  - a. THAT the Risk Management and Audit Committee work plan list an annual committee self-assessment to be completed following the last RMAC meeting of the year.
  - b. THAT the Risk Management and Audit Committee Chairperson write to the Mayor and Council annually to report on the committee's activities and the outcomes of the annual self-assessment and that this be presented at a Council meeting.

**CARRIED (6/0) - RMA11/007 – 23/10/2025**

## 9.2 Receive and note reports

### 9.2.1 Action Report

**Moved:** Mayor Pascoe-Bell  
**Seconded:** Councillor Henderson

THAT Report entitled Action Report be received and noted.

**CARRIED (6/0) - RMA11/008 – 23/10/2025**

## 10 INFORMATION AND CORRESPONDENCE

### 10.1 Information

Nil

Initials: \_\_\_\_\_

## 10.2 Correspondence

Nil

## 11 GENERAL BUSINESS

Nil

## 12 NEXT COMMITTEE MEETING

**Moved:** Mayor Pascoe-Bell  
**Seconded:** Councillor Bayliss

THAT the committee note the proposed date of the next meeting of Thursday 26 February 2026 at 5.00 pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston is subject to Council approval.

**CARRIED (6/0) - RMA11/009 - 23/10/2025**

## 13 CLOSURE OF MEETING TO PUBLIC

**Moved:** Mayor Pascoe-Bell  
**Seconded:** Craig Kirby

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 (6/0) - RMA11/010 - 23/10/2025**

The open section of the meeting closed at 5:40 pm for the discussion of confidential matters.

The closed section of the meeting reopened at 7:32 pm.

The Chair declared the meeting closed at 7:32 pm.

Initials: \_\_\_\_\_



\_\_\_\_\_  
Chair

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

UNCONFIRMED

Initials: \_\_\_\_\_