# AGENDA

# AUDIT COMMITTEE MEETING

# TUESDAY, 22 MARCH 2022

Notice is given that the next Audit Committee Meeting of the Roper Gulf Regional Council will be held on:

Tuesday, 22 March 2022 at 1:00pm
The Roper Room, Roper Gulf Regional Council Support Centre,
2 Crawford Street, Katherine, NT

Your attendance at the meeting will be appreciated.

Marc GARDNER
**ACTING CHIEF EXECUTIVE OFFICER**

## PLEDGE

“We pledge to work as one towards a better future through effective use of all resources.

We have identified these key values and principles of Honesty, Equality, Accountability, Respect and Trust as being integral in the achievement of our vision, that the Roper Gulf Regional Council is Sustainable, Viable and Vibrant.”

## PRAMIS BLA WI

“Mela pramis bla wek gudbalawei bla meigim futja bla wi wanwei, en bla yusim ola gudwan ting bla helpum wi luk lida.

Mela bin luk ol dijlod rul, ebrobodi gada tok trubalawei, wi gada meik so wi gibit firgo en lisin misalp, abum rispek en trastim misalp bla jinggabat bla luk lida, Roper Galf Rijinul Kaunsul deya maindim en kipbum bla wi pramis, dum wek brabli gudbalawei, en im laibliwan.”

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**10 INCOMING CORRESPONDENCE**

Nil.

**11 OUTGOING CORRESPONDENCE**

Nil.

**12 GENERAL BUSINESS**

Nil.

**13 EXECUTIVE REPORTS**

Nil.

**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 CLOSE OF MEETING**

## CONFIRMATION OF PREVIOUS MINUTES

| | |
|---|---|
| **ITEM NUMBER** | 6.1 |
| **TITLE** | Confirmation of Audit Committee Previous Minutes - 13 October 2021 |
| **REFERENCE** | 1249420 |
| **AUTHOR** | Bhumika ADHIKARI, Governance Officer |

### RECOMMENDATION

**That the Audit Committee confirms the draft minutes of the Audit Committee Meeting held on 13 October 2021 and affirms them to be a true and accurate record of that meetings decisions and proceedings.**

**The Audit Committee Meeting scheduled on 17 November 2021 was cancelled due to COVID concerns.**

### BACKGROUND

The Audit Committee last met on 13 October 2021.

Attached are the unconfirmed minutes of the Audit Committee Meeting of 13 October 2021 for the Committee's review and confirmation.

### ISSUES/OPTIONS/SWOT

The next Audit Committee Meeting is on 15 June 2022 at 10:00am.

### FINANCIAL CONSIDERATIONS

Not Applicable

### ATTACHMENTS

1 Audit Committee 2021-10-13 [1914] Minutes.DOCX

MINUTES OF THE ROPER GULF REGIONAL COUNCIL, AUDIT COMMITTEE MEETING HELD AT THE ROPER ROOM, ROPER GULF REGIONAL COUNCIL SUPPORT CENTRE,
2 CRAWFORD STREET, KATHERINE, NT
ON WEDNESDAY, 13 OCTOBER 2021 AT 10:00AM

## 1 PRESENT MEMBERS/STAFF/GUESTS

### 1.1 Members

- Independent Member Garry LAMBERT (Chairperson) (teleconference);
- Independent Member Carolyn EAGLE (teleconference);
- Councillor John DALYWATER; and
- Councillor Gadrian HOOSAN.

### 1.2 Staff

- Marc GARDNER, Acting Chief Executive Officer;
- Dave HERON, Acting General Manager Corporate Services and Sustainability;
- Cristian COMAN, Manager Corporate Compliance;
- Dale CAMPBELL, Finance Manager (teleconference);
- Chloe IRLAM, Governance Engagement Coordinator; and
- Bhumika ADHIKARI, Governance Officer (Minute taker).

### 1.3 Guests

Nil.

## 2 MEETING OPENED

The Audit Committee Meeting opened at 10:07 AM.

## 3 WELCOME TO COUNTRY

## 4 APOLOGIES AND LEAVE OF ABSENCE

### 4.1 APOLOGIES AND LEAVE OF ABSENCE

*88/2021* **RESOLVED (Garry LAMBERT/Carolyn EAGLE)** *CARRIED*

**The Audit Committee accepts the tendered apology from Councillor David MURRUNGUN.**

## 5 QUESTIONS FROM THE PUBLIC

Nil.

## 6 CONFIRMATION OF PREVIOUS MINUTES

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

*89/2021* **RESOLVED (Carolyn EAGLE/Gadrian HOOSAN)** *CARRIED*

**That the Committee confirms the draft minutes of the Audit Committee Meeting held on 09 June 2021 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

Nil.

## 9 DISCLOSURES OF INTEREST

Carolyn EAGLE: CouncilBiz member, and, as at item 3 on Risk Register.

## 10 EXECUTIVE REPORTS

Nil.

## 11 INCOMING CORRESPONDENCE

Nil.

## 12 OUTGOING CORRESPONDENCE

Nil.

## 13 GENERAL BUSINESS

Nil.

## 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 CLOSED SESSION

### DECISION TO MOVE TO CLOSED SESSION

*90/2021* **RESOLVED (Carolyn EAGLE/John DALYWATER)** *CARRIED*

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the

course of the Closed Session be withheld. This action is taken in accordance with Section 65(2) of the Local Government Act, 2008 as the items lists come within the following provisions:-

**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 Annual Audit -** *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).*

**17.3 Risk Management Register -** *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iii) (c)(iv) (d) (e).*

**17.4 Council tendering processes correspondence from the Department of the Chief Minister and Cabinet -** *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(a) (c)(i) (c)(ii) (c)(iv) (d) (e).*

**17.5 Costs for Swimming Pools -** *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iii).*

**17.6 Infrastructure Valuations as at 30 June 2021 -** *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(d).*

**17.7 Strategic Plan and Budget Alignment -** *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iii).*

## 18 ITEMS FOR NEXT MEETING

Nil.

## 19 CLOSE OF MEETING

The meeting terminated at 1159hrs.

This page and the preceding pages are the minutes of the Audit Committee Meeting held on Wednesday, 13 October 2021 and will be confirmed Wednesday, 17 November 2021.

Chairperson Garry LAMBERT
Confirmed on Wednesday, 17 November 2021.

## BUSINESS ARISING FROM PREVIOUS MINUTES

**ITEM NUMBER** 7.1

**TITLE** Action List

**REFERENCE** 1249427

**AUTHOR** Bhumika ADHIKARI, Governance Officer

### RECOMMENDATION

**That the Audit Committee:**
**(a) Receives and notes the Action List; and**
**(b) Approves the removal of completed items.**

### BACKGROUND

The Action List is a summary of tasks that Council has requested be undertaken by Council Staff.
The Action List is a **non-authoritative** reference document for Business Arising out of Previous Minutes. The highlighted points are the actionable item of each **resolved** matter.

### ACTION LIST

| ACTION LIST | REPORT IN AGENDA? |
|---|---|
| **17.6 INFRASTRUCTURE VALUATIONS AS AT 30 JUNE 2021**<br>**Matter deferred to next ACM GL/CE**<br>**That the Audit Committee**<br>**a) Receives and notes the report; and**<br>**b) Support the revaluation of Council assets and infrastructure to occur every four years.**<br>**c) Requests this report be deferred to the 17 November 2021 Audit Committee Meeting.** | **YES** |

### FINANCIAL CONSIDERATIONS

Nil.

**ATTACHMENTS**